

Board Report for January 18, 2011

Michael A. Smith, Interim Executive Director

1. Transportation:

The upcoming schedule for "dual" dismissal beginning second semester with LAUSD has been confirmed with Mr. Enrique Boull't, Director of Transportation. An addendum to the Memo of Understanding, with LAUSD, will be on tonight's agenda for Board approval. If approved, we will no longer have 7th period Study Hall classes, except for students in the Student Assistance Program's Club Dolphin, which is also on tonight's agenda. Additionally, a meeting with Omar Sadek, owner of Global Transportation Services, was held on Thursday, January 6, 2011 to discuss the possibility of expanding service and the billing process for the current "new" traveling students. A collaborative letter was developed and sent to the homes of the traveling students, as well as a copy handed to them on Monday, January 10, 2011. (A copy of the letter is attached) In addition to the options on the letter, we have also added a \$80.00 monthly payment that would continue through the summer months in lieu of paying \$240.00 initially.

2. Maggie Gilbert Aquatic Center:

As of this writing, we are still trying to get the DSA Inspector, Brian Barry, to sign off on the DSA 6 Form. Since the December Board meeting, we began conducting final negotiations with Sarlan Builders and had held one meeting. Then on December 22, 2010 one of the primary subcontractors, Cal Commercial Pools, filed a legal complaint and stop order against Sarlan Builders which now has necessitated the participation of legal counsel in negotiations. We are currently working with Middleton, Young and Minney to decide on the best path for PCHS

3. Fund raising Update:

On the Booster Club/Pali High Annual Giving Campaign side our 50% check for November was for \$24,197.30. On another issue, in a controversial vote Tuesday, December 14, 2010 the LAUSD Board of Education unanimously approved a proposal to allow corporate sponsorships of schools. Facing budget cuts of some \$1.5 billion over the past three years, the district loosened its ban on advertising at campuses. Now companies could, for example, have naming rights to stadiums or computer labs, although no direct advertising to students will be permitted. Education advocates who oppose corporate sponsorships argue that bringing advertising into schools compromises learning and can have detrimental effects on impressionable children. But district officials stressed that they would only do business with responsible companies. "Our house is burning and we need water," said LAUSD board President Monica Garcia.

"We're not selling out our kids. We will be extremely cautious, but we also have to engage with our local business partners."

District officials believe the plan could raise about \$18 million a year in corporate funding. That money would help pay for programs and services at risk of elimination, such as athletic programs and extracurricular activities, which always face the chopping block during financially tight times. "I don't like that we have to do this, but drastic times call for drastic measures," said board member Yolie Flores. "This is about developing partnerships that will allow us to save those critical programs our students need."

The question now is; Do we, at Pali, want to proceed with attempting to solicit corporate sponsorships? If yes, in what areas? A Road Scholars program? The Stadium by the Sea?

4. UTLA-PCHS and PEPSU Update:

No specific updates as of this writing.

5. Booster Club Facilities Improvement Update:

Following the renovation of the attendance office during the summer the Booster Club has completed another facilities renovation. Over the winter break, the faculty restrooms, in the A Bldg., were painted and renovated by our wonderful Booster Club.. Taking the lead on this project were Christine Kang and Dorotheanne Henne. Thanks so much for all the things they do. They truly make Pali a great place to work.

6. Site Visit with Joel Polacheck:

On Friday, 1/7/11 Joel Polachek , LAUSD Maintenance and Operations Director for Charter Schools visited the campus and met with Greg Wood, CBO and me to discuss several issues related to our facilities. The meeting focused on the following topics; #1, Retroactive custodial billing currently being disputed by PCHS, #2 Request for updated LAUSD Staffing Budget for 2010-2011 so we can compare to PCHS Budget due to significant furloughs being given custodial staff #3 DWP settlement info and how PCHS benefits, #4 DSA complaint process re: Brian Barry, #5 Matching funds for science room renovations from the State, #6 Measure Q planning monies and availability, #7 Healthy Foods program, #8 Vacant land on Temescal and outreach to neighbors. and finally, #9 LAUSD's participation in the \$6.5million dollars of facilities improvements that have completed at the expense of PCHS?



Mr. Michael A. Smith
Executive Director
(310) 230-6650
masmith@palihigh.org

January 7, 2011

TO: Parents of Traveling Students on
Global Transportation Service Buses

FROM: Michael A. Smith, Executive Director, PCHS
Omar Sadek, Owner, Global Transportation Service

Welcome back from the winter break, we hope your time off was relaxing and enjoyable.

This letter is to serve as a request for payment for the transportation costs for the first three months of school. Payment should be made to Global Transportation directly via their PayPal link on the PCHS website. Go to the PCHS website, www.palihigh.org under **Shortcuts** *click on Transportation*, in the 9th Grade section *click on "Click Here to Make 9th Grade Transportation Payment"*, top of the page, and follow the directions.

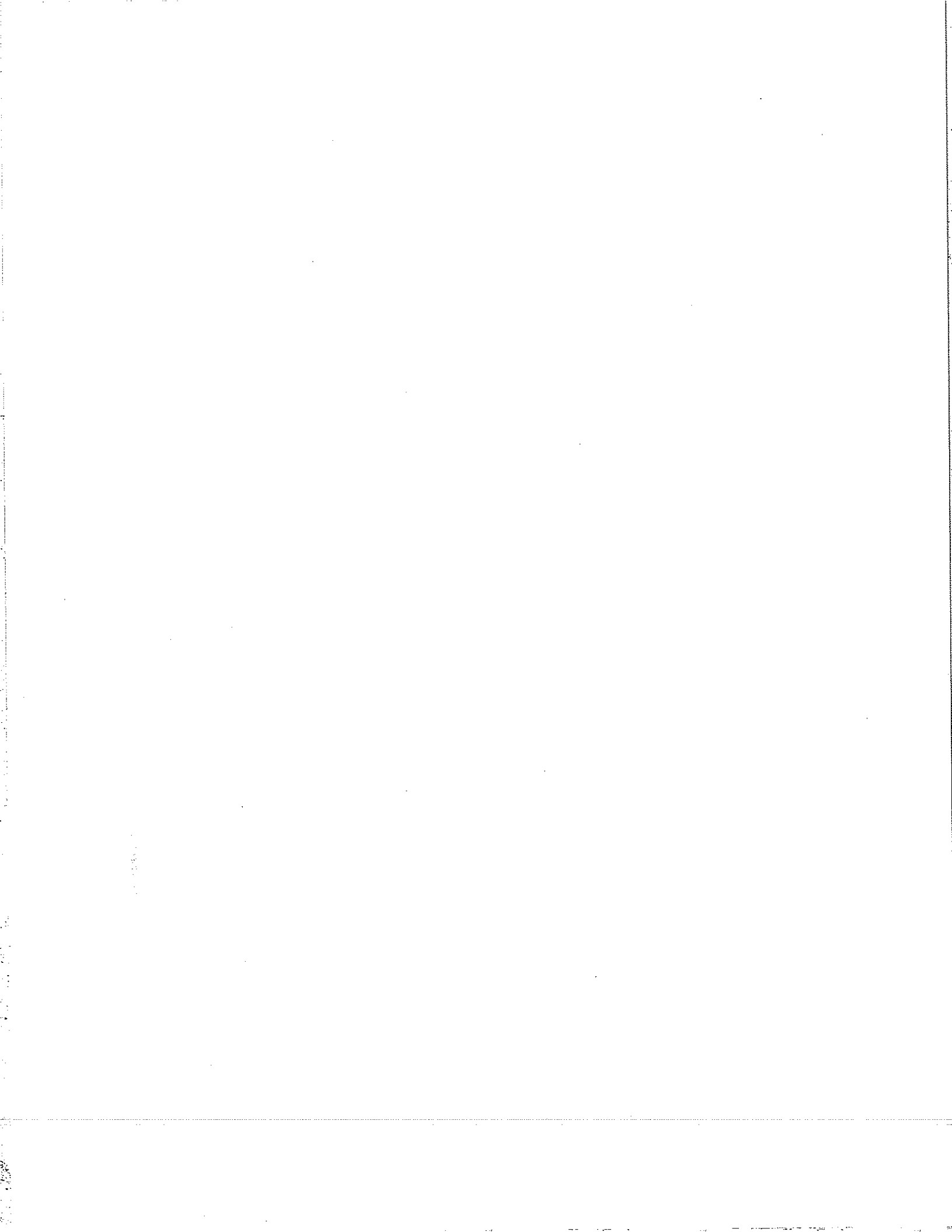
As was previously communicated in the beginning of the school year, the cost to transport your student would be \$800.00 for the entire school year. The payment can be made in one lump sum or \$80.00 each month. Since the payment system took a little time to establish, those choosing to pay monthly should pay \$240.00, as the initial payment, followed by \$80.00 each subsequent month for the remaining seven (7) months.

Once your payment has been received, your student will receive a sticker that will be affixed on their PCHS ID card. Beginning the end of January 2011 only students with the approved sticker will be permitted to board their bus.

Direct any questions to www.globalts.org Thanks in advance for your immediate attention to this matter.

15777 BOWDOIN STREET PACIFIC PALISADES CA 90272

Tel: (310) 230-6623 Fax: (310) 454.6076 Web: www.palihigh.org



JANUARY PRINCIPAL'S REPORT

COUNCIL

In an effort to continue the Council Program at Pali and to ensure sustainability for the future, I have submitted a proposed budget to the Budget Committee.

Immediate goals include the formation of a Leadership Team who will meet monthly and oversee the running of student councils, parent councils and faculty councils.

We plan to offer Council training for 25-40 faculty participants in Grade 10 in the next semester.

Following the "Teen Truth" assembly in March, our Council Program will be utilized as a follow-up to support those students found to be engaged in substance abuse.

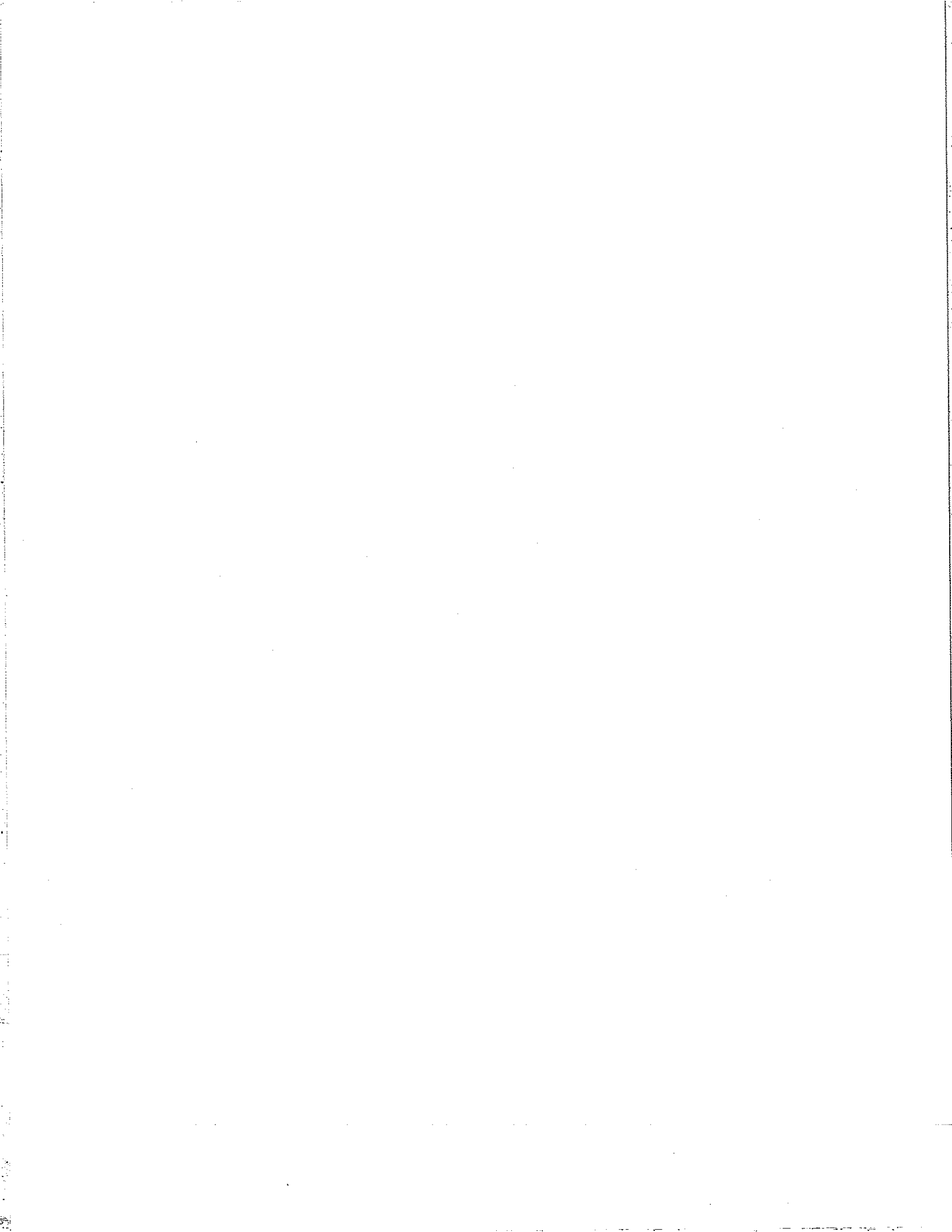
MATH DEPARTMENT

I have begun visiting math classrooms. My goal is to observe each classroom and meet individually with teachers to provide follow-up feedback.

I will also gather evidence of common patterns with regard to teaching strategies to be shared with the Math Department as a whole.

I will attend the Math Department meeting on Tuesday, January 18 and shared my concerns and goals with teachers:

- A. Pali's P.I. (Program Improvement Status) is directly related to its math data (CST/CAHSEE)
- B. Grade distributions indicate a high FAIL rate among certain classes on a regular basis.
- C. All math classes will be observed with the goal of providing feedback and support
- D. Commonalities among teaching strategies will be discussed at department meetings as well as with Math Department chairs.
- E. Teachers will provide feedback as to what support they need in the classroom.



**PALISADES CHARTER HIGH SCHOOL
CBO REPORT
JANUARY 18, 2011
BOARD OF TRUSTEES MEETING**

2009-2010 Updates

- **The outside auditors completed the PCHS Financial Audit Report due December 15, 2010. The Audited Financial results have been posted to the palihigh.org web site: ([http://www.palihigh.org/ourpages/budget and finance/Annual%20Audited%20Financials/20092010%20Audited%20Financial%20Statements.pdf](http://www.palihigh.org/ourpages/budget%20and%20finance/Annual%20Audited%20Financials/20092010%20Audited%20Financial%20Statements.pdf)) The financial report is also on the agenda to be presented by our auditors in today's meeting.**
- **PCHS will be audited by LAUSD on the financial reporting done in December for the 2009-2010 survey/questionnaire for Special Expenditures received to justify PCHS Special Education funding. 2011-2012 Funding may be determined based upon this audit of Charter Schools**

2010-2011 Updates

Attendance

- **ADA- At the end of Month Four (64 days of instruction), our enrollment was 2,846 (2,854 last month). This amount includes Temescal 67 (no change) enrolled students. PCHS' cumulative ADA was 2,759.5 (at 96.3%). Budgeted ADA for the Year is 2,743. Latest Projected ADA that will be funded is 2,742 (up 4 ADA from last month's revised projection) and is used in the latest financial projections. (Note: Prior ADA calculations contained an incorrect formula and have been corrected for reporting purposes.)**

Funding

- **2010-2011 Funding Levels per ADA- The current budget is currently being reviewed by new Governor Brown with a preliminary to address the current \$6+ billions current estimated State of California Budget Deficit for 2010-2011 and a potential**

**PALISADES CHARTER HIGH SCHOOL
CBO REPORT
JANUARY 18, 2011
BOARD OF TRUSTEES MEETING**

2010-2011 Budget Updates (continued):

- **\$25+ billion budget deficit over the next 18 months. Initial information received, indicate several state programs will be slashed, but K-12 Education may be spared cuts if certain tax initiatives set to expire at the end of the current fiscal year are extended. Until additional budget details become clear, any additional spending should be scrutinized.**
- **The latest 2010-2011 Budget forecast is attached. A separate review of fundraising revenue is also included.**
- **The First Interim Financial Report (which includes annual budget updates and actual results as of October 31, 2010) were filed with the CDE on December 15, 2010 and are attached.**
- **Transportation- PCHS has not finalized discussion with LAUSD regarding the original Transportation MOU for the actual number of students riding on LAUSD buses. The Late Bus MOU with LAUSD starting the second semester is currently under review by the Executive Director. The cost of this proposal is expected to be offset by the savings in expenses related to the need for Study Hall for travelling students.**
- **Cafeteria-2010-2011 has received additional training over the winter break provided by Sodexo, who flew in a Dietician from Oregon and Chef from Northern California to showcase new items, safety and dietary aspects of staff/student nutrition. The Cafeteria begins the year with two staff out.**
- **During the Winter Break, a meeting was held between the Executive Director, CBO and LAUSD Maintenance & Operations to discuss issues including: Retroactive custodial billing currently being disputed by PCHS, requesting an updated LAUSD Staffing Budget for 2010-2011 to compare to PCHS Budget, due to significant furloughs being given to custodial staff (12-18 days).**
- **Once the December 2010 financials are finalized next week, a detail mid-year review of the various budget categories: salaries, subscriptions, consulting, rentals, pool budget will be performed.**

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PCHS Financials
Profit & Loss Statement
At January 12, 2011

	2010-2011		
	Approved Budget	Updated Projection	COMMENTS
ADA	2,743	2,742	Projected from Month 4 ADA (up 1 from Nov. 2010 Est) Revised
Revenue:			
Revenue Limit Sources	\$12,329,439	\$ 13,249,926	Updated ADA Funding approved by State
Federal Revenues	1,173,545	1,762,761	Federal Jobs Funding (\$610k added)
Other State Revenues	3,930,360	3,924,059	
Other Local Revenues	5,026,687	5,116,694	
Total Revenues	22,460,032	24,053,440	
Expenses:			
Certificated salaries	10,330,623	10,539,123	Study Hall Estimated Costs (\$100k Incl.benefits)
Classified Salaries	2,863,779	2,747,279	Exec.Director Salary moved to Certificated
Total employee benefits	4,305,860	4,313,450	
Total Salary & Benefits	17,500,262	17,599,852	
Books, supplies & Pupil Transportation	1,410,903	1,480,803	Total Add'l Transportation Costs still unknown (added \$70k est. for Late Buses)
Services & other operating expenses	2,902,513	2,900,513	Added UCLA Mgt. fee/Reduced 50% Distance Learning Fee
Capital Outlays	166,523	166,523	Excludes Pool Construction Expenditures
Facility use fee to LAUSD	428,077	678,077	Est. Additional Fees to LAUSD for Facility Use Fees from 2009/10 not billed
Subtotal-Operating Expenses	22,408,277	22,825,867	
Debt service	90,200	90,200	
Principal repayment	319,800	319,800	
Total debt service	410,000	410,000	
Total Expenses	22,818,277	23,235,867	
Net General Fund Addition/(Reduction)	\$ (358,245)	\$ 817,573	

**PCHS
UNRESTRICTED FUND RESERVE BALANCE
AUDITED BALANCE AT JUNE 30, 2010 (with current updates)**

Unrestricted Fund Balance-Recap		
Financial Statement Purposes	LAUSD- Modified Cash Basis Purposes	Difference
Unrestricted Fund Balance at 06/30/09 *	2,958,978	2,531,212
2009-2010 Audited Operating (Deficit)/Surplus	(420,037)	1,342,274
Audited Unrestricted Fund Balance at 06/30/10 **	2,538,941	3,873,486 (a)
2010-2011 Estimated Operating (Deficit)/Surplus	817,573	
Estimated Net Unrestricted Reserve Balance 6/30/11	3,356,514	
5% Reserve for Uncertainties	(1,120,000)	
Excess Unrestricted Reserves 6/30/11	2,236,514	

*. Reserve Amount Exclusive of \$1,618,603 in Designated Retiree Benefits
 **. Reserve Amount Exclusive of \$2,040,621 in Designated Retiree Benefits

Recap of Reserve Differences	
Add:	
Debt	
Current	\$ 410,357
Long-Term	\$ 714,890
Deduct:	
Fixed Assets-Net	\$ (4,998,733)
Difference in Fund Balances-Accrual vs. Modified Cash	\$ (3,873,486) (a)

**Palisades Charter High School
Fundraising Account
Thru 12/31/2010**

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Date	Pali Fund	Booster Club	Transportation	9th Grade	Misc	Pool	Total	Description
7/6/2010			\$ 500.00				\$ 500.00	Spirit Award Credit Card
7/7/2010	\$ 212.75		\$ 375.00				\$ 587.75	Pali Fund Online / Spirit Awards
7/21/2010	\$ 1,000.00		\$ 50.00				\$ 1,050.00	Pali Fund Maint Replacement / Henne Spirit Awards
7/29/2010				\$ 592.00			\$ 592.00	Attendance office Check for Boosters
8/23/2010			\$ 10,000.00				\$ 10,000.00	Foundation to Transportation
9/1/2010			\$ 1,545.00	\$ 730.00			\$ 2,275.00	Patel 9th Grade full year payment
9/13/2010		\$ 8,515.00					\$ 8,515.00	Booster Split August
9/16/2010	\$ 1,099.75						\$ 1,099.75	Target. Take charge of Education
9/27/2010			\$ 1,475.06				\$ 1,475.06	Parents donation for transportation
10/14/2010						\$ 500.00	\$ 500.00	Pool Tile Credit Card
11/3/2010			\$ 3,477.00				\$ 3,477.00	APS 10-12 Transportation donations
11/23/2010			\$ 1,100.00				\$ 1,100.00	APS 10-12 Transportation donations
11/26/2010			\$ 740.00				\$ 740.00	APS 10-12 Transportation donations
9/30/2010						30,680.67	\$ 30,680.67	Pool Donations
10/31/2010						4,355.00	\$ 4,355.00	Pool Donations
9/30/2010					\$ 15.00		\$ 15.00	Misc Rev
10/31/2010					\$ 15.00		\$ 15.00	Misc Rev
10/31/2010					\$ (591.61)		\$ (591.61)	Attendance office Check for Boosters
10/28/2010	\$ 2,081.75						\$ 2,081.75	Matching Pali Fund and online donations
10/15/2010		\$ 2,942.50					\$ 2,942.50	Booster Split Sept
11/16/2010		\$ 21,744.91					\$ 21,744.91	Booster Split Oct
12/31/2010	\$ 8,944.75					1,424.00	\$ 10,368.75	In Transit
	\$ 13,339.00	\$ 33,202.41	\$ 19,262.06	\$ 730.00	\$ 30.39	\$ 36,959.67	\$ 103,523.53	Total
							\$ (36,959.67)	Less: Pool Fundraising
							\$ 66,563.86	Year To Date Fundraising (Less Pool)
							\$ 300,000.00	2010-2011 Budget

BoA

BOTW

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**PALISADES CHARTER HIGH SCHOOL
2010-2011 First Interim Financials
2010-2011 Budget**

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PALISADES CHARTER HIGH SCHOOL

2009-2010 Unaudited Actuals @ 8/25/10	2010-2011 Approved Budget	2010-2011 Updated Budget 10.11.10	Year to Date 10/31/2010	COMMENTS
39,905	29,664	39,905	0	
40,892	27,898	40,892	11,481	
0	0	7,173	7,173	
12,185,297 (228,308) (28,402)	12,271,789	13,009,792	2,337,376	
12,008,384	12,328,439	13,097,762	2,356,030	

Apportionment: At Risk of Retention, Low STAR, Grades Supp
 Summer School - FY 2009/10 - 2011/2012
 Summer School - - PY adjustments
 General Purpose Entitlement - State Aid - FY 2009/10-2011/2K
 General Purpose Entitlement - State Aid - PY adjustments
 Prior Year Adjustments per State

Federal Revenues

NCLB:T1, Basic School Support	219,087	222,039	263,448	0	
NCLB: ARRA T1, Part A Basic: Gts Low-inc & Neglected	52,617	0	0	0	
194.65 Special Ed: IDEA Basic Local Assistance Entitlement	510,007	531,846	525,555	182,129	
NCLB:TV Part A, Drug Free Schools	9,310	0	0	0	
Federal Stimulus Funding/Federal Jobs	212,884	0	610,563	549,507	New to Budget
NCLB:TII, Teacher Quality	23,779	26,056	25,749	0	
NCLB:TII, Enhancing Ed Thru Tech Formula Gts	0	0	0	0	
NCLB:TII, Innovative Ed Strategies	0	3,392	3,352	0	
NCLB:TIII, Lud English Prof (LEP)	0	12,000	11,858	0	
Child Nutrition Program	379,415	375,711	310,267	0	Realloc to Food Sales
Child Nutrition: Nutrition Education	0	0	0	0	
	1,407,089	1,173,545	1,750,792	732,267	

Other State Revenues

400.00 Charter School Categorical Block Grant- FY 2009/10-2011/2011	1,219,127	1,113,221	1,084,120	247,935	
Charter School Categorical Block Grant- PY adjustments	(136)	0	(1,022)	(1,022)	
Economic Impact Aid (EIA)	198,375	178,756	176,642	0	
State Lottery/Non Prop 20 - FY 2009/10-2011/2012	285,739	316,774	304,909	0	
State Lottery/Non Prop 20 - PY adjustments	663	0	3,673	3,673	
Child Nutrition: School Programs	35,551	30,258	24,206	0	
State Lottery/Prop 20 Instructional Materials-FY 2009/10-2011,	44,735	30,796	47,430	0	
State Lottery/Prop 20 Instructional Materials-PY adjustments	5,353	0	2,489	2,489	
631.43 Special Education-	1,546,236	1,725,267	1,704,862	538,383	
Targeted Instructional Improvement Block Grant (TIIBG)	435,487	326,601	326,601	0	
Arts and Music Block Grant	27,475	36,633	36,200	0	
Supplemental School Counseling Program	0	148,889	147,138	0	
All other State Revenues:	0	0	21,686	(15,179)	
CAHSEE Intensive Instruction	(15,186)	1,200	3,900	3,900	
Beg. Teachers Salary (BTSAs)	0	0	0	0	
	3,798,880	3,930,360	3,862,862	780,199	

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**PALISADES CHARTER HIGH SCHOOL
2010-2011 First Interim Financials
2010-2011 Budget**

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2009-2010 Unaudited Actuals @ 8/25/10	2010-2011 Approved Budget	2010-2011 Updated Budget 10.11.10	Year to Date 10/31/2010	COMMENTS
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<u>Other Local Revenues</u>				
Food Service Sales	173,684	210,276	271,276	35,163 Reall from Fed Nut. Rev
Leases & Rentals	225,427	789,084	789,084	106,653
Interest	70,827	46,927	46,927	98
C S Funding In Lieu of PropTax -	3,807,690	3,690,401	3,636,870	1,240,115
Fundraising	501,402	300,000	330,000	66,083 Add'l Pool fundraising
Loan Proceeds	790,000	1,000,000	1,000,000	1,000,000 Pool Loan Proceeds
	5,528,770	5,026,687	6,074,157	2,448,122
Total Revenue	22,743,132	22,460,032	24,805,564	6,316,618
	(750,000)	(1,000,000)	(1,000,000)	(1,000,000)
Less: Loan Proceeds	21,993,132	22,460,032	23,805,564	5,316,618

ADJUSTED REVENUE Loan Proceeds

<u>Expenditures by Sub-object</u>				
<u>Certificated Salaries</u>				
Teachers	9,282,609	8,900,066	92,000	1,547,873 Incl. Study Hall Costs
School Admin	550,229	614,260	116,500	169,779 Rec. from Class Admin
Librarians	102,045	96,878		18,669
Guidance/Welfare	540,885	566,464		117,985
Physical/Mental	147,913	152,955		37,655
Certificated Salaries	10,623,681	10,330,623	10,539,123	1,891,961

<u>Classified Salaries</u>				
Instrl Aides	587,384	580,239		69,273
Admin. Sal	396,681	393,279	(116,500)	56,365 Rec to Cart. Salary
Clerical/Office	1,126,817	1,089,968		225,081
Maint./Oper	36,601	24,000		8,316
Food Services	250,744	197,542		23,545
Other Classified	537,112	578,750		83,320
Classified Salaries	2,935,318	2,863,779	2,747,279	465,900
				2010-2011 Updates
				included in Totals

<u>Employee Benefits</u>				
STRS - Certificated	850,480	818,185	825,775	150,211
PERS - Classified	223,658	256,297	256,297	38,496
OASDI Regular - Certificated	3,709	5,000	5,000	139
OASDI Regular - Classified	178,950	177,554	177,554	28,167
OASDI Medicare - Certificated	180,634	144,629	144,629	27,240
OASDI Medicare - Classified	44,329	40,093	40,093	7,175
Health & Welfare Benefits - Certificated	1,289,829	1,397,000	1,397,000	471,217
Health & Welfare Benefits - Classified	570,574	595,000	595,000	206,837
Unemployment Insurance - Certificated	5,650	8,848	8,848	86
Unemployment Insurance - Classified	2,805	4,912	4,912	51
Workers' Compensation - Certificated	118,134	134,350	134,350	51,017
Workers' Compensation - Classified	43,989	32,982	32,982	22,283
Other Employment Benefits - Certificated	483,000	483,000	483,000	3,479
Other Employment Benefits - Classified	208,000	208,000	208,000	0
Employee Benefits	4,173,138	4,305,860	4,313,460	1,006,400

**PALISADES CHARTER HIGH SCHOOL
2010-2011 First Interim Financials
2010-2011 Budget**

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2009-2010 Unaudited Actuals @ 8/25/10	2010-2011 Approved Budget	2010-2011 Updated Budget 10.11.10	Year to Date 10/31/2010	COMMENTS
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Books & Supplies

Textbooks	103,179	52,884	52,884	12,955	
Instructional Materials	218,458	250,231	250,231	66,633	
Other Supplies	100,272	94,162	94,162	9,337	
Pupil Transportation	280,002	767,000	837,000	35,931	Only Ath./Late bus pd to date
Food Service Supplies	249,681	246,626	246,626	16,606	
	926,682	1,410,903	1,480,903	131,462	

Books & Supplies

Services, Other Operating Exp		85,950		
Personnel Services-Mileage	655	1,500	1,500	950
Travel/Conference	28,004	35,289	35,289	4,586
Due/Memberships	44,438	67,266	67,266	13,736
Insurance	136,377	171,877	171,877	104,126
Operation and Housekeeping Services	337,281	370,013	370,013	93,166
Rentals/Leases/Repairs&Noncapitalized Improvements	205,962	116,788	116,788	67,071
Consulting Services-LAUSD	1,487,551	1,547,534	1,547,534	253,671
Professional Consulting Services& Operating Exp	484,737	451,444	449,444	61,213
Communications	114,887	141,000	141,000	13,213
	2,819,683	2,902,513	2,900,513	611,722

Services, Other Operating Exp

Capital Outlay

Sites & Improvement	3,154,339	794,968	794,968	784,968	Pool Construction
Buildgs & Improvement	80,686	29,625	29,625	19,902	
Equipment-Technology	96,685	128,898	128,898	18,565	
Equipment Replacement	1,937	8,000	8,000	1,464	
	3,333,647	166,523	961,491	834,919	

Capital Outlay

Other Outgo

Debt Service: RESTRICTED FUNDS-IPool	55,735	90,200	90,200	9,598
Interest	88,017	319,800	319,800	0
Principal				
Direct Support/Indirect Costs/All Other Financing Uses	179,268	423,077	678,077	54,407
Indirect Cost (total charter school supervisory oversight fee	25,135,089	22,816,277	24,030,835	5,006,370
	(3,141,956)	(368,245)	774,729	1,310,248

Net General Fund Addition/(Reduction)

Less: Pool Construction Revenue/Expense

Debt Service

Net Permit Fund Contribution

Net General Fund Deficit

(24,353)

(333,892)

(24,353)

(333,892)

2009-2010 Expense Reconciliation

Total Expenses (Par Unaudited Actuals)

Less: Pool Expenditures Capitalized

Other Expenditures Capitalized

Principal Payments

Add: Depreciation

Total Expenses (Par Audited Financials)

25,135,089

(3,154,339)

(37,097)

(88,017)

723,915

22,579,550

PALISADES SENIOR HIGH SCHOOL
FI CHARTER SCHOOL - FUND 08
FIRST INTERIM FINANCIAL REPORT
FY 2011

BALANCE SHEET - MODIFIED ACCRUAL (GOVERNMENTAL FUNDS)

ASSETS

- Cash
 - a) In County Treasury
 - b) In Banks
 - c) In Revolving Fund
 - d) with Fiscal Agent
 - e) collection awaiting deposit
- Investments
- Accounts Receivable (includes Pledges)
- Stores
- Prepaid Expenditures
- Other Current Assets

TOTAL ASSETS

LIABILITIES

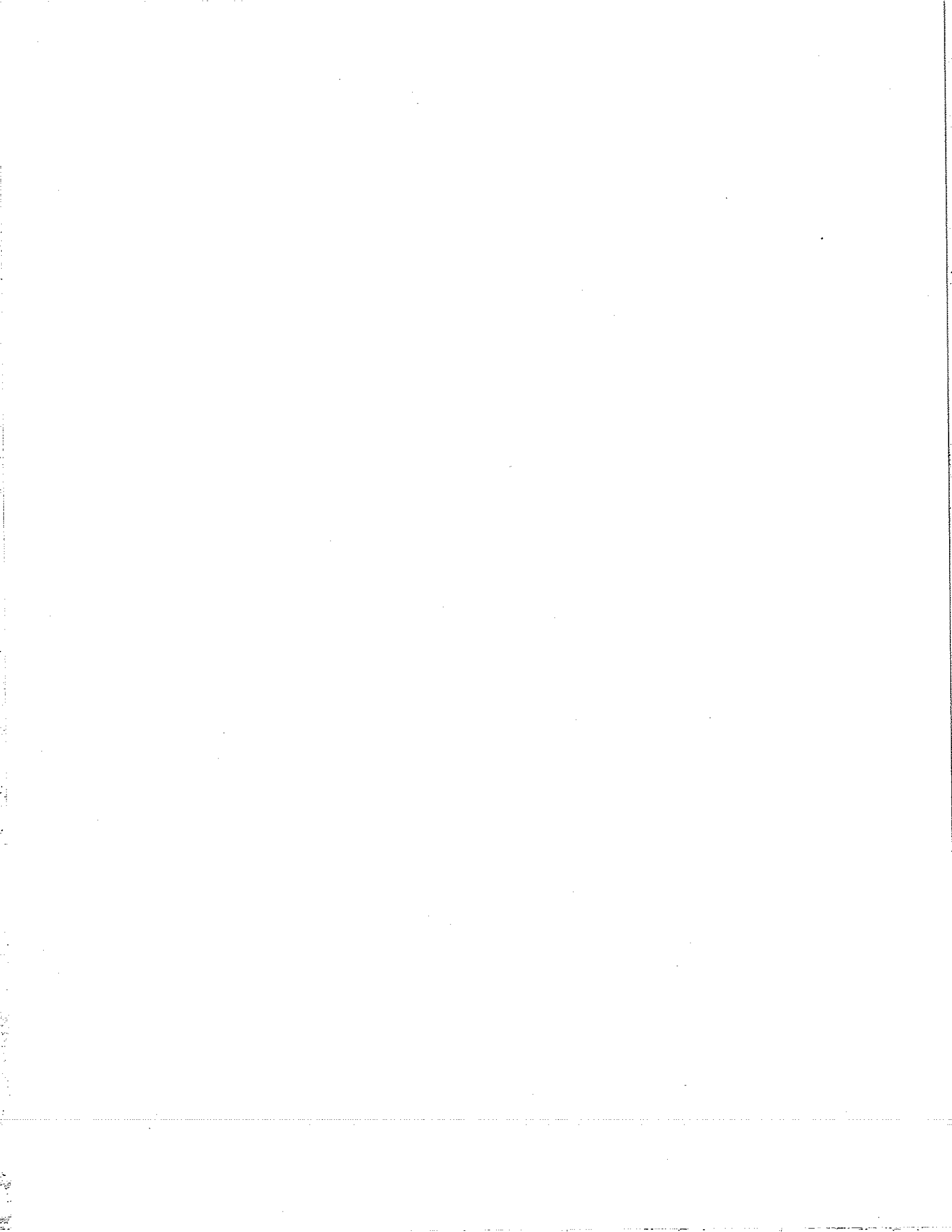
- Accounts Payable
- Current Loans
- Deferred Revenue
- Other Current Liabilities

TOTAL LIABILITIES

FUND EQUITY

DIFF BET. FUND ENDING BAL & FUND EQTY (Should be ZERO)

6/30/11 EST
ACTUALS
1ST INTERIM
4,300,000
600,000
0
0
0
300,000
3,700,000
0
62,000
0
8,662,000
3,071,144
325,000
0
0
3,396,144
5,265,856
0





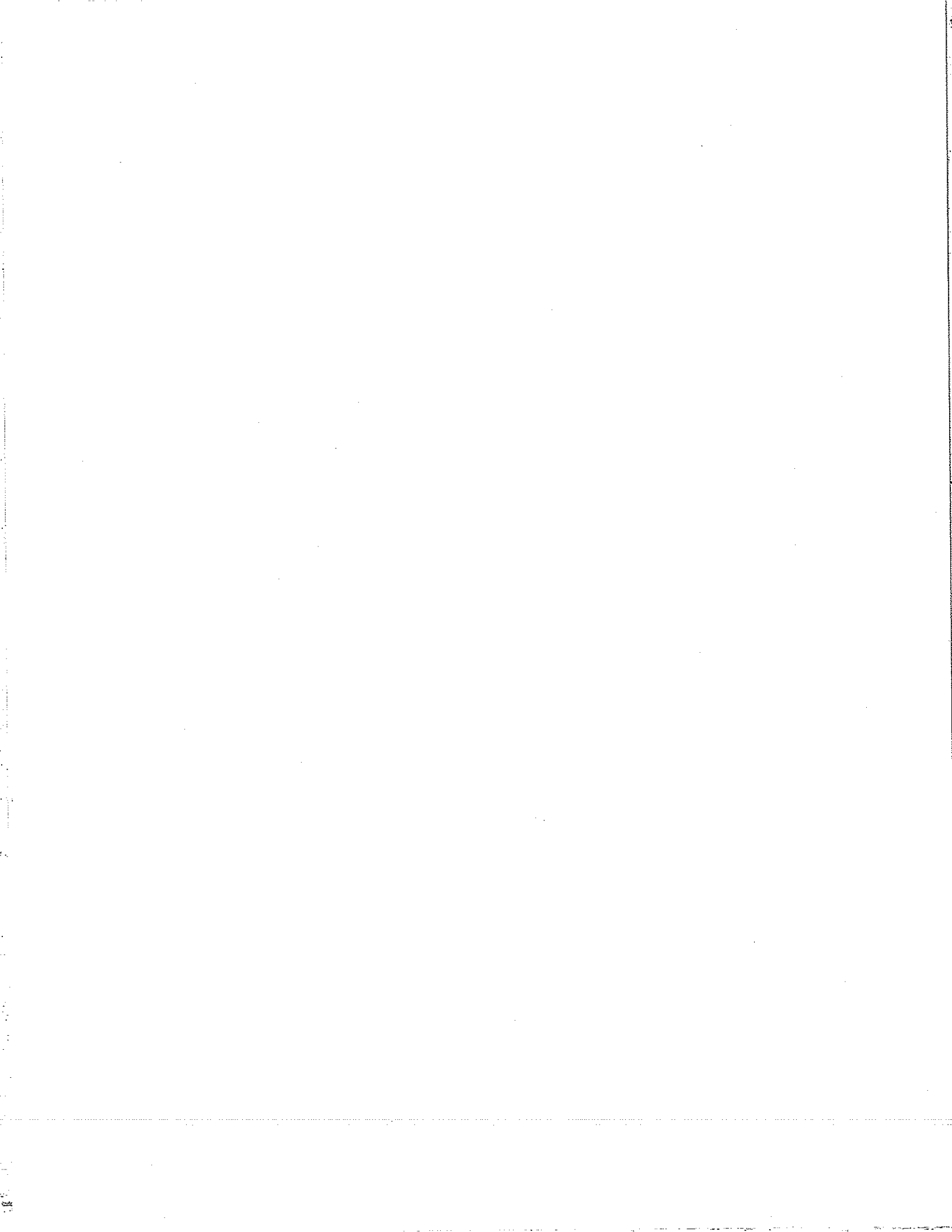
A CALIFORNIA DISTINGUISHED SCHOOL

Human Resources Report January 18, 2011

- Wellness Day – January 21, 2011
- HR Newsletter published January 10, 2011
- Employee Handbook distributed January 10, 2011
- Recruitment Update –

Pending Positions

- LVN/Asst
- Lifeguards – on going



**PARENT LIAISON REPORT
BOARD OF TRUSTEES REGULAR MEETING
JANUARY 18, 2011**

PTSA

Next meeting: Thursday, February 3, 2011, 8:00 am, in the Library.

Directly following: Parenting seminar given by Richard Cohen, from Of One Mind, entitled "*Too Hot to Handle – Dealing with Oppositional Explosive Teens,*" 8:30 – 9:30 am, in the Library

PAC/PTSA Joint Programs

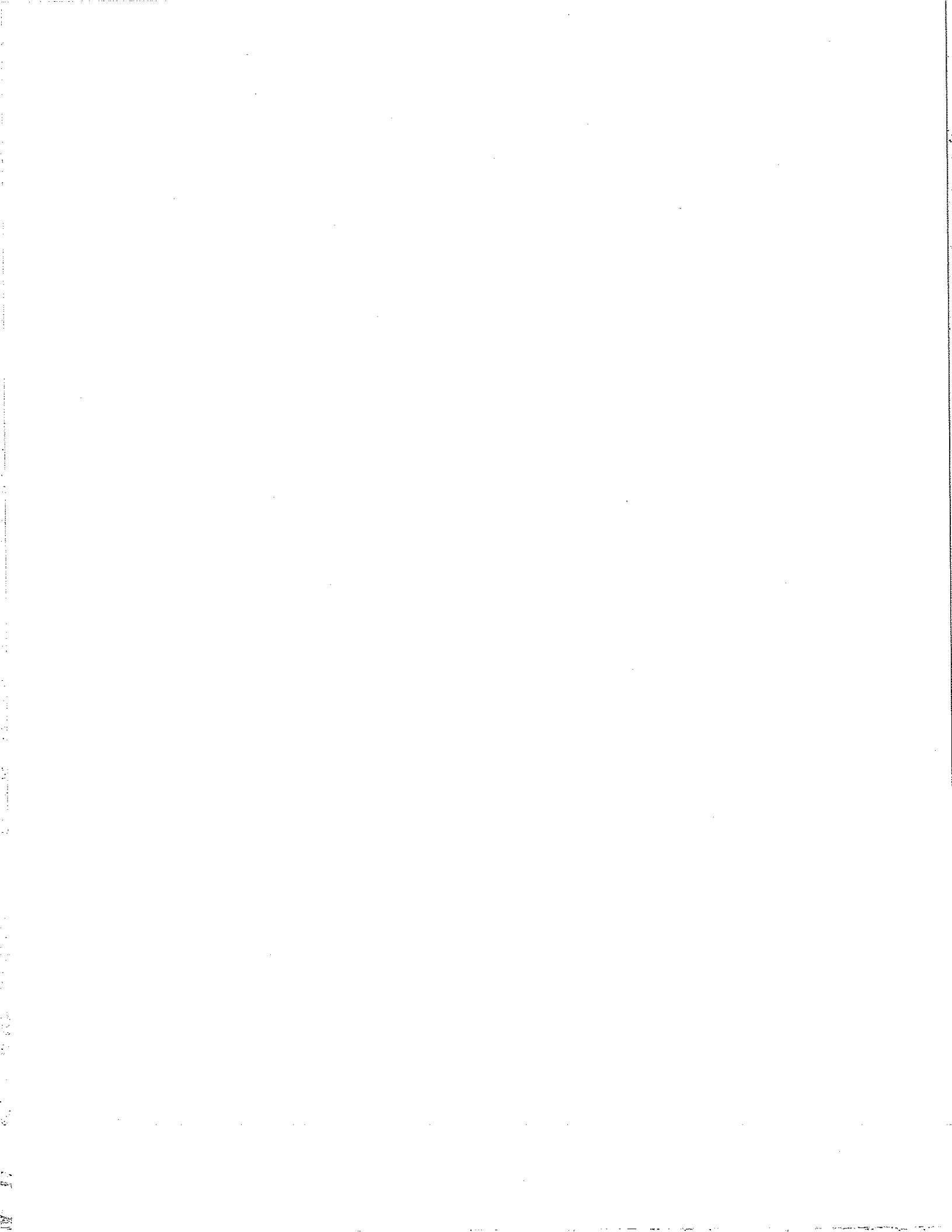
- January 25, 2011 – Parent support group facilitated by Richard Cohen, from Of One Mind, 6:30 pm, Library.
- February 28, 2011 - *Teen Truth*, - A program that deals with the issues of teen drinking & drug use, at 6:30 pm, in Mercer Hall.

PAC

Next meeting: Thursday, January 27, 2011, 6:30 pm, in the Library. "*A Conversation About Understand API and AYP Data and How It Is Used to Inform Instruction*" with a program Principal Marcia Haskin and Director of Instruction Richard Thomas.

BOOSTER CLUB

- Next meeting: Tuesday, January 25, 2011, 6:30 pm, Staff Cafeteria.
- Annual Giving Campaign Update
Donations received to date are \$151,508. PCHS has received \$75,754. (PCHS and the Booster Club split these funds 50/50.) BC encourages everyone to "give what they can & then some." All funds directly benefit the students of PCHS!
- Silent & Auction Dinner Party – "*To Pali With Love*"
Save the Date: March 12, 2011
To be held at the Sheraton Delphina in Santa Monica.
- Silent and Online Auction Update
The "*To Pali With Love*" website is up and running. Donations and Sponsorships are still being sought. Please go the Pali homepage, www.palihigh.org, for information and to download donation forms. If you have questions, please contact Michele Lynch at lynch.es@verizon.net.
The Online auction opens Feb. 23rd. Please see the Pali website homepage.
- RALPH'S & e-SCRIP
Please sign up at www.ralphs.com and register for the Palisades Booster Club! If you sign up online use Pali's NPO: 83449. Also go to eScrip and register for Pali. Information about both of these programs can be found by going to the Pali website and clicking on "For Parents/Booster Club."
- Mogan's Café Fundraiser
548 Palisades Drive (310) 454-0040 <http://www.moganscafe.com> - at the base of the Palisades Highlands – Every Thursday evening is *Pali Night*. Go in for dinner and a portion of your food bill will be donated to the School!



Agenda Information Sheet for the Board Meeting (January 18, 2011)

Date: January 12, 2011

Topic: 2009-2010 PCHS Audited Financial Statements

Presenter: *P. Robert Wilkinson, CPA*

Audit Partner

Wilkinson Hadley King & Co. LLP

Recommendation: Discussion Item

Background: The Board approved a contract to engage the firm of Wilkinson, Hadley & King & Co.LLP to conduct an independent audit of PCHS for the 2009-2010 School Year. As required by the CDE and our Charter, this report was completed and sent to the CDE, the County Office of Education and LAUSD. Our audit firm has conducted their audit and the results of their audit are attached.

For the seventh consecutive year, PCHS received a "Clean" or unqualified audit opinion, which notes that no material weaknesses in the systems and controls were noted during their review. Mr. Wilkinson will be present to discuss this report and may bring supplemental materials at that time.

Additional Information: The 2009-2010 Audit Report is attached.

V.A.

PALISADES CHARTER HIGH SCHOOL

LOS ANGELES COUNTY

PACIFIC PALISADES, CALIFORNIA

AUDIT REPORT

JUNE 30, 2010

**PALISADES CHARTER HIGH SCHOOL
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JUNE 30, 2010**

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Wilkinson Hadley King & Co. LLP
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Aubrey W. King, CPA
Richard K. Savage, CPA

INDEPENDENT AUDITOR'S REPORT

**Board of Trustees
Palisades Charter High School
15777 Bowdoin St.
Pacific Palisades, California 90272-3523**

We have audited the accompanying statement of financial position of Palisades Charter High School as of June 30, 2010, and the related statements of activities and cash flows for the year then ended. These financial statements are the responsibility of Palisades Charter High School's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of Palisades Charter High School as of June 30, 2010, and the results of its changes in net assets and its cash flows, for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

In accordance with *Government Auditing Standards*, we have also issued our report dated December 7, 2010, on our consideration of Palisades Charter High School's internal control over financial agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

Our audit was performed for the purpose of forming an opinion on the financial statements taken as a whole of Palisades Charter High School. The accompanying supplemental information is presented for purposes of additional analysis and is not a required part of the financial statements of Palisades Charter High School. Such information has been subjected to the auditing procedures applied in the audit of the financial statements, and, in our opinion, is fairly stated in all material respects, in relation to the financial statements taken as a whole.

Wilkinson Hadley King & Co. LLP

El Cajon, California
December 7, 2010

**PALISADES CHARTER HIGH SCHOOL
STATEMENT OF FINANCIAL POSITION
JUNE 30, 2010**

ASSETS

Current Assets

Cash and cash equivalents	\$ 4,995,597
Accounts receivable	3,574,299
Prepaid expense	61,783
Related party receivable	<u>39,282</u>

Total Current Assets 8,670,961

Noncurrent Assets

Property and equipment, net	<u>4,998,733</u>
-----------------------------	------------------

Total Assets \$ 13,669,694

LIABILITIES AND NET ASSETS

Current Liabilities

Accounts payable	\$ 492,642
Accrued liabilities	2,243,079
Due to sponsoring district	1,105,057
Deferred revenue	5,221
Current portion of loans payable	<u>410,357</u>

Total Current Liabilities 4,256,356

Loans payable, less current portion

714,890

Total Liabilities 4,971,246

Commitments and Contingencies

-

NET ASSETS

Unrestricted net assets:

Board designated	2,040,621
General reserves	<u>6,412,427</u>
Total Unrestricted Net Assets	8,453,048
Temporarily restricted net assets	75,400
Permanently restricted net assets	<u>170,000</u>

Total Net Assets 8,698,448

Total Liabilities and Net Assets \$ 13,669,694

The accompanying notes are an integral part of these financial statements.

**PALISADES CHARTER HIGH SCHOOL
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED JUNE 30, 2010**

	Unrestricted	Temporarily Restricted	Permanently Restricted	Total
Revenues:				
Federal revenue	\$ 1,407,099	-	-	\$ 1,407,099
General purpose grant	11,955,989	-	-	11,955,989
Categorical grant	1,418,366	-	-	1,418,366
Property tax	3,807,630	-	-	3,807,630
State revenue	2,432,909	-	-	2,432,909
Local revenue	633,352	267,161	-	900,513
Interest revenue	63,217	7,410	-	70,627
Net assets released from restrictions	2,205,244	(2,205,244)	-	-
Total Revenues	23,923,806	(1,930,673)	-	21,993,133
Expenses:				
Salaries and wages	13,558,999	-	-	13,558,999
Employee benefits	4,173,138	-	-	4,173,138
Books and supplies	1,068,803	-	-	1,068,803
Services and operating expenses	2,819,693	-	-	2,819,693
Other	179,268	-	-	179,268
Interest	55,735	-	-	55,735
Depreciation	723,915	-	-	723,915
Total Expenses	22,579,551	-	-	22,579,551
Increase (Decrease) in net assets	1,344,255	(1,930,673)	-	(586,418)
Net Assets at beginning of year	7,108,793	2,006,073	170,000	9,284,866
Net Assets at end of year	\$ 8,453,048	\$ 75,400	\$ 170,000	\$ 8,698,448

The accompanying notes are an integral part of these financial statements.

**PALISADES CHARTER HIGH SCHOOL
STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED JUNE 30, 2010**

Cash Flows From Operating Activities

Change in Net Assets:	\$ (586,418)
Adjustments to reconcile change in net assets to net cash provided by operating activities:	
Depreciation	723,915
Interest expense accrued as debt	33,835
Decrease (increase) in operating assets:	
Accounts receivable	(728,860)
Related party receivable	9,094
Prepaid expenses	5,815
Increase (decrease) in operating liabilities:	
Accounts payable	301,606
Accrued liabilities	244,573
Deferred revenue	3,580
Due to sponsoring district	<u>205,894</u>

Net Cash Provided by Operating Activities 213,034

Cash Flows From Investing Activities

Proceeds from sale and maturities of investment	455,235
Purchase of property and equipment	<u>(3,191,436)</u>

Net Cash Used From Investing Activities (2,736,201)

Cash Flows From Financing Activities

Proceeds from issuance of debt	750,000
Repayment of debt	<u>(88,017)</u>

Net Cash Provided by Financing Activities 661,983

Net Decrease in Cash and Cash Equivalents (1,827,349)

Cash and Cash Equivalents at the beginning of the year 6,822,946

Cash and Cash Equivalents at the end of the year \$ 4,995,597

Interest paid during the fiscal year \$ 55,735

The accompanying notes are an integral part of these financial statements.

**PALISADES CHARTER HIGH SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2010**

A. Organization and Summary of Significant Accounting Policies

Organization

Palisades Charter High School (School) is a California public charter school, organized to educate students by developing their skills and talents to help them make a positive contribution to society. A curriculum and instructional program has been created that will develop the values, skills and knowledge that each student needs for his or her future success in a technological environment and in a multicultural society. The School is funded principally through State of California public education monies received through the California Department of Education and Los Angeles Unified School District (LAUSD). The School pays Los Angeles Unified School District for its actual costs of supervisory oversight up to 3% of revenues.

Basis of Presentation

The financial statements have been prepared on the accrual method of accounting and accordingly reflect all significant receivables and liabilities.

The School adopted statement of Financial Accounting Standards (SFAS) No. 117, "Financial Statements for Not-for-Profit Organizations." Under SFAS No. 117, the School is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted, temporarily restricted, and permanently restricted.

Net assets of the School consist of the following:

- Unrestricted: All resources over which the governing board has discretionary control to use in carrying on the general operations of the School.
- Temporarily restricted: These net assets are restricted by donors to be used for specific purposes. The School currently has the following temporarily restricted net assets:

Track and Field Program	\$	187
Drama Program		1,040
Library Fund		265
Pool Project		<u>73,908</u>
Total	<u>\$</u>	<u>75,400</u>

- Permanently restricted: These net assets are permanently restricted by donors and cannot be used by the School. As of June 30, 2010, the School has \$170,000 in permanently restricted net assets of which the earnings are to be used for Scholarships.

Use of Estimates

The preparation of combined financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the combined financial statements and reported amounts of revenues and expenses during the reporting periods. Accordingly, actual results could differ from those estimates.

PALISADES CHARTER HIGH SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2010
(Continued)

A. Organization and Summary of Significant Accounting Policies (Continued)

Cash and Cash Equivalents

For purposes of the statement of cash flows, the School considers all highly liquid debt equity instruments purchased with an original maturity of three months or less to be cash equivalents.

Investments

The School's method of accounting for investments, in accordance with generally accepted accounting principles, is the fair value method. Fair value is determined by published quotes. Changes in fair value of investments results in increases or decreases in the unrealized fair values of equity investments. Adjustments to fair values are reflected as "Unrealized gain/loss on investments" in the accompanying Statement of Activities.

Donated Property and Equipment

Donations of property and equipment are recorded as contributions at their estimated fair value at the date of donation.

Such donations are reported as increases in unrestricted net assets unless the donor has restricted the donated asset to a specific purpose. Assets donated with explicit restrictions regarding their use and contributions of cash that must be used to acquire property and equipment are reported as restricted contributions. Absent donor stipulations regarding how long those donated assets must be maintained, the School reports expirations of donor restrictions when the donated or acquired assets are placed in service as instructed by the donor. The School reclassifies temporarily restricted net assets to unrestricted net assets at that time.

Property and Equipment

Property and equipment are recorded at cost, or estimated fair value at the date of donation. Depreciation is computed using the straight-line method over the estimated useful lives of the respective assets. The cost of assets sold or retired and related amounts of accumulated depreciation are eliminated from the accounts in the year of disposal, and any resulting gain or loss is included in the earnings. Management has elected to capitalize and depreciate all assets costing \$5,000 or more; all other assets are charged to expense in the year incurred. The School's policy is to evaluate the remaining lives and recoverability in light of the current conditions. It is reasonably possible that the School's estimate to recover the carrying amount of the property and equipment will change.

Revenue Recognition

Contributions received are recorded as unrestricted, temporarily restricted, or permanently restricted support, depending on the existence and/or nature of any donor restrictions. All donor-restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the nature of the restriction. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets.

**PALISADES CHARTER HIGH SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2010
(Continued)**

A. Organization and Summary of Significant Accounting Policies (Continued)

Income Taxes

The School is a 501(c)(3) publicly supported nonprofit organization that is exempt from income taxes. This exemption is for all income taxes except for those assessed on unrelated business income, if any. The School is also exempt from state franchise or income tax under Section 23701d of the California Revenue and Taxation Code.

Deferred Revenue

Deferred revenue arises when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period or when resources are received by the School prior to the incurrence of qualifying expenditures.

In subsequent periods, when both revenue recognition criteria are met or when the School has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized.

Deposits and Investments

Cash balances held in banks and in revolving funds are insured to \$250,000 by the Federal Depository Insurance Corporation. All cash held by the financial institutions is fully insured or collateralized.

The School maintains a portion of its cash in the Los Angeles County Treasury. The county pools these funds with those of other districts in the county and invests the cash. These pooled funds are carried at cost, which approximates market value. Interest earned is deposited quarterly into participating funds. Any investment losses are proportionately shared by all funds in the pool.

The county is authorized to deposit cash and invest excess funds by California Government Code Section 53648 et seq. The funds maintained by the county are either secured by federal depository insurance or are collateralized.

Subsequent Events

All events subsequent to the statement of financial position date of June 30, 2010 through December 7, 2010, which is the date these financial statements were available to be issued, have been evaluated in accordance with FASB Statement on Accounting Standards Number 165, *Subsequent Events*.

B. Concentration of Credit Risk

The School maintains bank accounts with three institutions. Interest bearing accounts at these institutions are insured by the Federal Deposit Insurance Corporation (FDIC) up to \$250,000 per institution. Non-interest bearing accounts at institutions participating in the FDIC's Transaction Account Guarantee Program are fully insured.

**PALISADES CHARTER HIGH SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2010
(Continued)**

B. Concentration of Credit Risk (continued)

The School also maintains cash in the Los Angeles County Treasury. The County pools these funds with those of other educational organizations in the county and invests the cash. These pooled funds are carried at cost which approximates market value. Interest earned is deposited quarterly and any investment losses are proportionately shared by all participants in the pool. The County is authorized to deposit cash and invest excess funds by California Government Code Section 53648 et. Seq. The funds maintained by the County are either secured by federal depository insurance or collateralized.

C. Accounts Receivable

Receivables are deemed to be fully collectible by management. As a result, no allowance for uncollectible accounts has been established. Receivables at June 30, 2010 consists of:

Federal programs	\$ 278,210
State programs	3,282,054
Local and miscellaneous	<u>14,035</u>
Total	<u>\$ 3,574,299</u>

D. Property and Equipment

Property and equipment consist of the following at June 30, 2010:

Equipment	\$ 608,009
Building improvements	2,851,146
Construction in progress	<u>4,011,827</u>
Total	7,470,982
Less accumulated depreciation	<u>(2,472,249)</u>
Total property and equipment, net	<u>\$ 4,998,733</u>

E. Accounts Payable

Accounts payable at June 30, 2010 consisted of:

Vendors payable	<u>\$ 492,642</u>
-----------------	-------------------

F. Long-Term Debt

The School entered into an agreement with De Lage Landen Public Finance LLC to lease certain equipment. The lease has a one dollar purchase option and requires semi-annual payments of principal and interest of \$104,580 for the first five payments and \$354,580 for the final payment. At June 30, 2010 the principal amount due was \$341,412 with interest due of \$13,168.

**PALISADES CHARTER HIGH SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2010
(Continued)**

F. Long-Term Debt (continued)

In February 2010 the School entered into a loan agreement with an individual in the amount of \$750,000 for costs associated with the School's pool project. The loan bears interest at a rate of 5.6 percent annual simple interest. Repayment of the loan plus accrued interest of \$33,835 begins January 2011 and will be made quarterly through October 2015. At June 30, 2010 the principal amount due was \$783,835.

Repayment of the loans are as follows:

Fiscal Year Ending June 30.	Payments
2011	\$ 410,357
2012	143,775
2013	151,996
2014	160,690
2015	169,882
2016	88,547
Total	1,125,247
Less current portion	(410,357)
Net long-term debt	\$ 714,890

G. Employee Retirement System

Qualified employees are covered under multiple-employer defined benefit pension plans maintained by agencies of the State of California. Certificated employees are members of the State Teachers' Retirement System (STRS) and classified employees are members of the Public Employees' Retirement System (PERS). The School contributes directly through the Los Angeles County Office of Education (LACOE) for employees retirement programs.

Plan Description

The school contributes to the STRS, a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by STRS. The plan provides retirement, disability, and survivor benefits to beneficiaries. Benefit provisions are established by state statutes, as legislatively amended, within the State Teachers' Retirement Law. STRS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the STRS annual report may be obtained from STRS, 7667 Folsom Boulevard, Sacramento, California 95826.

**PALISADES CHARTER HIGH SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2010
(Continued)**

G. Employee Retirement System (continued)

State Teachers' Retirement System (STRS)

The School's certificated employees participate in STRS. The School reports all applicable information to STRS through LACOE. The School is required to contribute 8.25% of annual eligible payroll for active plan members.

Public Employees' Retirement System (PERS)

Plan Description

The School contributes to the School Employer Pool under PERS, a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by PERS. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries.

Benefit provisions are established by State statutes, as legislatively amended, within the Public Employees' Retirement Law. PERS issues a separate comprehensive annual financial report that includes required supplementary information. Copies of the PERS' annual financial report may be obtained from PERS Executive Office, 400 P Street, Sacramento, CA 95814.

The School's classified employees participate in PERS. The School reports all applicable information to PERS through the LACOE. The School is required to contribute 9.709% of annual eligible payroll for active plan members.

Contributions to STRS and PERS

The School's contribution to STRS and PERS for each of the last three fiscal years are as follows:

Year Ended June 30,	STRS		PERS	
	Required Contribution	Percent Contributed	Required Contribution	Percent Contributed
2008	\$ 748,062	100%	\$ 191,940	100%
2009	\$ 875,232	100%	\$ 219,986	100%
2010	\$ 850,480	100%	\$ 223,658	100%

**PALISADES CHARTER HIGH SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2010
(Continued)**

H. Other Post Employment Benefits

Palisades Charter High School (PCHS) provides for the continuation of retiree health benefits to eligible employees at retirement. Retiree health benefits include medical, prescription drug, dental and vision coverage. PCHS currently pays the cost of coverage for the retiree and any covered dependents during the lifetime of the retiree. Eligibility for retiree health benefits varies based on when an employee was hired. Employees hired on or after July 1, 2009 except Palisades Educational Support Personnel United (PESPU) employees are not eligible for PCHS paid retiree health benefits.

PCHS currently provides medical, dental and vision benefits to approximately 165 eligible active employees. As of June 30, 2010 there were two retirees eligible for benefits.

PCHS provides health benefits to certain eligible employees at retirement. The retiree health benefits provided are a continuation of the medical including prescription drugs, dental and vision benefits provided to active employees. The retiree health coverage is paid for entirely by PCHS for the lifetime of the retiree. Survivors of deceased retirees may continue health coverage at their own expense. Eligibility for retiree health benefits requires the following:

*Future retiree must be enrolled in health plan prior to retirement date.

*Future retiree must be in receipt of monthly payment from STRS or PERS.

*Active employees must meet the following years of service requirements at retirement.

- Hired before 3/12/84 must have 5 consecutive years of service just prior to retirement.
- Hired after 3/11/84 but before 7/1/87 – must have 10 consecutive years of service just prior to retirement.
- Hired after 6/30/87 but before 6/1/92 – must have 15 consecutive years of service just prior to retirement or 20 years service with 10 years of consecutive years of service just prior to retirement.
- Hired after 5/31/92 age + consecutive years of qualifying service at retirement greater than or equal to 80.
- Hired after 2/28/07 age + consecutive years of qualifying service at retirement greater than or equal to 80 and at least 15 consecutive years of qualifying service at retirement.
- PESPU hired after 6/30/09 age + consecutive years of qualifying service at retirement greater than or equal to 85 and at least 25 consecutive years of qualifying service at retirement.

*Retiree must be enrolled in Medicare Part A if eligible; and must enroll in Part B.

All employees except PESPU employees hired on or July 1, 2009 are not eligible for PCHS-paid health benefits at retirement. Employees who defer their retirement after separation from service with PCHS are not eligible for PCHS-paid health benefits.

**PALISADES CHARTER HIGH SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2010
(Continued)**

H. Other Post Employment Benefits (continued)

	<u>Projected 6/30/2010</u>
1. Change in Benefit Obligation	
Benefit Obligation at Beginning of Year	\$ 10,371,867
Service Cost	876,119
Interest Cost	622,312
Change Due to Plan Amendments	-
Change Due to Gain/Loss	-
Benefits Paid	-
Benefit Obligation at End of Year	<u>\$ 11,870,298</u>
2. Change in Plan Assets	
Fair Value of Plan Assets at Beginning of Year	\$ -
Expected/Actual Return of Plan Assets	-
Employer Contributions	-
Benefits Paid	-
Fair Value of Plan Assets at End of Year	<u>\$ -</u>
3. Funded Status 2. minus 1.	\$ (11,870,298)
Unrecognized Net Gain/Loss	-
Unrecognized Prior Service Cost	-
Unrecognized Transition Obligation	9,853,274
Net Amounts Recognized	<u>\$ (2,017,024)</u>
4. Amount Recognized in Unrestricted Assets	
Net Actuarial Gain/Loss	\$ -
Prior Service Cost	\$ -
Unrecognized Net Transition Obligation	\$ 9,853,274
Net Amount Recognized	\$ 9,853,274
5. Weight Average Assumptions for Disclosure	
Discount Rate	6.0%
Initial Healthcare Trend Rate	8.5% PPO/ 8.0% HMO
Ultimate Healthcare Trend Rate	8.0%
Salary Scale	NA

**PALISADES CHARTER HIGH SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2010
(Continued)**

H. Other Post Employment Benefits (continued)

	Projected 6/30/2010
6. Components of Net Periodic Benefit Cost	
Service Cost	\$ 876,119
Interest Cost	622,312
Expected Return on Assets	-
Amortization of Net (Gain)/Loss	-
Amortization of Prior Service Cost	-
Amortization of Transition Obligation	518,593
Net Periodic Postretirement Benefit Cost	\$ 2,017,024
7. Effect of a 1% Increase in Healthcare Trend	
Benefit Obligation	\$ 2,346,363
Total Service Cost and Interest Cost	\$ 381,419
8. Effect of a 1% Decrease in Healthcare Trend	
Benefit Obligation	\$ (1,331,105)
Total Service Cost and Interest Cost	\$ (211,840)
9. Estimated Future Benefit Payments	
2009/2010	\$ -
2010/2011	\$ 39,871
2011/2012	\$ 104,593
2012/2013	\$ 163,264
2013/2014	\$ 234,084
2014/2015	\$ 312,367
2015/2016	\$ 390,393
2016/2017	\$ 457,650
2017/2018	\$ 522,735
2018/2019	\$ 601,183
2019/2020	\$ 707,905

I. Board Designated Unrestricted Net Assets:

In response to and in anticipation of the post-retirement health benefits described in Note H, the School has designated \$2,040,621 of the unrestricted net assets to be used to meet the obligation arising from the School setting up its own post-retirement health benefit plan.

**PALISADES CHARTER HIGH SCHOOL
NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2010
(Continued)**

I. Board Designated Unrestricted Net Assets:

A summary of the Board designated unrestricted net assets is as follows:

Balance June 30, 2009	\$ 1,618,603
Current year designations	427,533
Current year benefits paid	<u>(5,515)</u>
Balance June 30, 2010	<u>\$ 2,040,621</u>

J. Commitments and Contingencies

State and Federal Allowances, Awards, and Grants

The School has received federal and state funds for specific purposes that are subject to review and audit by the grantor agencies. Although such audits could generate disallowances under terms of the grants, it is believed that any required reimbursement will not be material.

K. Construction Commitments

In April 2009, the School entered into a contract with Sarlan Builders to complete the School's pool project for the maximum sum of \$3,830,000. As of June 30, 2010 the estimated costs to complete the project were \$5,000,000. The project was completed in October 2010.

L. Subsequent Event

In July 2010, the School entered into two term loan facility agreements. Facility #1 is a 3 year fully amortizing term loan in the amount of \$354,580 to repay the balloon payment on the De Lage Landen Public Finance LLC loan (see Note F). Facility #2 is a 5.5 year term loan facility amortizing over 10 years in the amount of \$1,000,000 to complete the School's pool project. This term loan will have a six month interest only period followed by an amortization period of 60 months plus a balloon payment due at maturity.

SUPPLEMENTAL INFORMATION

**PALISADES CHARTER HIGH SCHOOL
ORGANIZATION
JUNE 30, 2010**

The Palisades Charter High School (Charter #0037) was formed pursuant to Education Code 47600 under the agreement with the Los Angeles Unified School District granted in September 1993. The charter was renewed by Los Angeles Unified School District for a five year term in May 2010.

BOARD OF TRUSTEES

<u>Name</u>	<u>Office</u>	<u>Term and Term Expiration</u>
Amy Dresser Held	Executive Director	Indefinite
Carol Osborne	Community Representative	2 Year Term Expires 10/30/2011
James Paleno	Teacher Representative	2 Year Term Expires 10/30/2010
Jason Cutler	Community Representative	2 Year Term Expires 10/30/2011
John Callas	Parent Representative	2 Year Term Expires 10/30/2010
John Riley	Community Representative	2 Year Term Expires 10/30/2010
Julia O'Grady	Classified Representative	1 Year Term Expires 10/30/2010
Karen Perkins	Teacher Representative	2 Year Term Expires 10/30/2011
Patrice Fisher	Parent Representative	2 Year Term Expires 10/30/2010
Susan Frank	Parent Representative	2 Year Term Expires 10/30/2011
Alexander Schuhgalter	Teacher Representative	1 Year Term Expires 6/30/2010
Azad Amanat (Ex-Officio)	Student Representative	1 Year Term Expires 6/30/2010

ADMINISTRATION

Gregory Wood (Ex-Officio)
Chief Business Officer

Marcia Haskin (Ex-Officio)
Academic Principal

**PALISADES CHARTER HIGH SCHOOL
SCHEDULE OF AVERAGE DAILY ATTENDANCE
FOR THE YEAR ENDED JUNE 30, 2010**

<u>Classroom Based</u>	<u>Second Period Report</u>		<u>Annual Report*</u>	
	<u>Original</u>	<u>Revised</u>	<u>Original</u>	<u>Revised</u>
High School:				
Grades 9 through 12, regular classes	<u>2,692.74</u>	<u>2,688.67</u>	<u>2,669.64</u>	<u>2,669.64</u>

Average daily attendance is a measurement of the number of pupils attending classes of the charter school. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of state funds are made to charter schools. This schedule provides information regarding the attendance of students at various grade levels and in different programs.

*The school did not revise their annual report of attendance.

**PALISADES CHARTER HIGH SCHOOL
SCHEDULE OF INSTRUCTIONAL TIME
FOR THE YEAR ENDED JUNE 30, 2010**

<u>Grade Level</u>	<u>Minutes Requirement</u>	<u>2009-10 Actual Minutes</u>	<u>Number of Traditional Days</u>	<u>Status</u>
Grade 9	62,949	66,522	176	Complied
Grade 10	62,949	66,522	176	Complied
Grade 11	62,949	66,522	176	Complied
Grade 12	62,949	66,522	176	Complied

Palisades Charter High School must maintain their instructional minutes as required by Educational Code Section 46201.

**PALISADES CHARTER HIGH SCHOOL
SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
YEAR ENDED, JUNE 30, 2010**

<u>Federal Grantor/Pass Through Grantor/Program or Cluster Title</u>	<u>Federal CFDA Number</u>	<u>Pass-Through Entity Identifying Number</u>	<u>Federal Expenditures</u>
<u>U.S. Department of Education</u>			
Passed Through State Department of Education:			
Title I*	84.010	14416	\$ 219,087
ARRA-Title I*	84.389	15005	52,617
ARRA-State Fiscal Stabilization Fund*	84.394	25008	927,777
Title II-Teacher Quality	84.367	14341	23,779
Special Education*	84.027	13379	510,007
Title IV-Drug Free	84.186	14347	<u>9,310</u>
Total Passed Through State Department of Education			<u>1,742,577</u>
Total U.S. Department of Education			<u>1,742,577</u>
<u>U.S. Department of Agriculture</u>			
Passed Through State Department of Education:			
National School Lunch Program*	10.555	13396	<u>379,415</u>
Total U.S. Department of Agriculture			<u>379,415</u>
Total Expenditures of Federal Awards			<u>\$ 2,121,992</u>

*Indicates clustered program under OMB Circular A-133 Compliance Supplement

**PALISADES CHARTER HIGH SCHOOL
RECONCILIATION OF ANNUAL FINANCIAL REPORT
WITH AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED, JUNE 30, 2010**

June 30, 2010 Annual Financial Report Fund Balances (Net Assets)	<u>\$ 4,791,127</u>
Adjustments and Reclassifications:	
Increasing (Decreasing) the Fund Balance (Net Assets):	
Property and equipment (net of accumulated depreciation) understated	4,998,733
Liabilities understated	<u>(1,091,412)</u>
Net Adjustments and Reclassifications	<u>3,907,321</u>
June 30, 2010 Audited Financial Statement Fund Balances (Net Assets)	<u>\$ 8,698,448</u>

This schedule provides the information necessary to reconcile the net assets as reported in the unaudited actuals report to the net assets reported on the audited financial statements.

OTHER INDEPENDENT AUDITOR'S REPORTS



Wilkinson Hadley King & Co. LLP
CPAs and Advisors

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Brian K. Hadley, CPA

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**REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON
AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

**Board of Trustees
Palisades Charter High School
15777 Bowdoin St.
Pacific Palisades, California 90272-3523**

We have audited the financial statements of Palisades Charter High School as of and for the year ended June 30, 2010, and have issued our report thereon dated December 7, 2010. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States.

Internal Control over Financial Reporting

In planning and performing our audit, we considered the Palisades Charter High School's internal control over financial reporting as a basis for designing our auditing procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of Palisades Charter High School's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of Palisades Charter High School's internal control over financial reporting.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Palisades Charter High School's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

This report is intended solely for the information and use of management, others within the organization, the Board of Trustees, and governmental awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

William Brady King & Co. LLP

El Cajon, California

December 7, 2010



Wilkinson Hadley King & Co. LLP

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INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE

WITH REQUIREMENTS THAT COULD HAVE A DIRECT AND MATERIAL EFFECT ON EACH MAJOR PROGRAM AND ON INTERNAL CONTROL OVER COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

**Board of Trustees
Palisades Charter High School
15777 Bowdoin St.
Pacific Palisades, California 90272-3523**

Compliance

We have audited Palisades Charter High School's compliance with the types of compliance requirements described in the *U.S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that could have a direct and material effect on each of Palisades Charter High School's major federal programs for the year ended June 30, 2010. Palisades Charter High School's major federal programs are identified in the summary of auditor's results section of the accompanying schedule of findings and questioned costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of Palisades Charter High School's management. Our responsibility is to express an opinion on Palisades Charter High School's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Palisades Charter High School's compliance with those requirements and performing such other procedures, as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on Palisades Charter High School's compliance with those requirements.

In our opinion, Palisades Charter High School complied, in all material respects, with the compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2010.

Internal Control Over Compliance

Management of Palisades Charter High School is responsible for establishing and maintaining effective internal control over compliance with the requirements of laws, regulations, contracts, and grants applicable to federal programs. In planning and performing our audit, we considered Palisades Charter High School's internal control over compliance with the requirements that could have a direct and material effect on a major federal program to determine the auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of Palisades Charter High School's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. A *material weakness in internal control over compliance* is a deficiency, or combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be deficiencies, significant deficiencies or material weaknesses. We did not identify any deficiencies in internal control over compliance that we considered to be material weaknesses, as defined above.

This report is intended solely for the information of the Board of Trustees, management, others within the organization, the State Controller's Office, and federal award agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

William A. King & Co. LLP

El Cajon, California
December 7, 2010



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CPAs and Advisors

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AUDITOR'S REPORT ON STATE COMPLIANCE

Board of Trustees
Palisades Charter High School
15777 Bowdoin St.
Pacific Palisades, California 90272-3523

We have audited the financial statements of the Palisades Charter High School ("School") as of and for the year ended June 30, 2010, and have issued our report thereon dated December 7, 2010. Our audit was made in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the State's audit guide, *Standards and Procedures for Audits of California K-12 Local Education Agencies 2009-10*, published by the Education Audit Appeals Panel. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The School's management is responsible for the School's compliance with the laws and regulations. In connection with the audit referred to above, we selected and tested transactions and records to determine the School's compliance with the state laws and regulations applicable to the following items:

<u>Description</u>	<u>Procedures In Audit Guide</u>	<u>Procedures Performed</u>
Attendance Accounting:		
Attendance Reporting	8	N/A
Kindergarten Continuance	3	N/A
Independent Study	23	N/A
Continuation Education	10	N/A
Instructional Time:		
School Districts	6	N/A
County Offices of Education	3	N/A
Instructional Materials, General Requirements	8	N/A
Ratio of Administrative Employees to Teachers	1	N/A
Classroom Teachers Salaries	1	N/A
Early Retirement Incentive Program	4	N/A
GANN Limit Calculation	1	N/A
School Accountability Report Card	3	N/A
Public Hearing Requirement-Receipt of Funds	1	N/A
Class Size Reduction Program (Including In Charter Schools):		
General Requirements	7	N/A
Option One Classes	3	N/A
Option Two Classes	4	N/A
Only One School Serving Grades K-3	4	N/A

After School Education and Safety Program:		
General Requirements	4	N/A
After School	4	N/A
Before School	5	N/A
Contemporaneous Records of Attendance, For Charter Schools	1	Yes
Mode of Instruction, For Charter Schools	1	Yes
Nonclassroom-Based Instruction/Independent Study, For Charter Schools	15	N/A
Determination of Funding for Nonclassroom-Based Instruction, For Charter Schools	3	N/A
Annual Instructional Minutes – Classroom Based, For Charter Schools	3	Yes

The term "Not Applicable" is used above to mean one or more of the following: 1) The School did not offer the program during the current fiscal year or 2) The program applies only to a different type of local education agency.

Based on our audit, we found that for the items tested, Palisades Charter High School complied with the state laws and regulations referred to above. Further, based on our examination, for items not tested, nothing came to our attention to indicate that the Palisades Charter High School had not complied with the state laws and regulations.

This report is intended solely for the information and use of the Board of Trustees, Management, State Controller's Office, Department of Finance, Department of Education, and pass-through entities, and is not intended to be and should not be used by anyone other than these specified parties.

William Abbot King & Co LLP

El Cajon, California
December 7, 2010

**PALISADES CHARTER HIGH SCHOOL
SUMMARY OF AUDITOR'S RESULTS
FOR THE YEAR ENDED JUNE 30, 2010**

A. Summary of Auditor's Results

1. Financial Statements

Type of auditor's report issued: Unqualified

Internal control over financial reporting:

One or more material weaknesses identified? Yes No

One or more significant deficiencies identified that are Not considered to be material weaknesses? Yes No

Noncompliance material to financial statements noted? Yes No

2. Federal Awards

Internal control over major programs:

One or more material weaknesses identified? Yes No

One or more significant deficiencies identified that Are not considered to be material weaknesses? Yes No

Type of auditor's report issued on compliance for major programs: Not applicable

Any audit findings disclosed that are required to be reported in accordance with section 510(a) of OMB Circular A-133? Yes No

Identification of major programs:

<u>CFDA Number(s)</u>	<u>Name of Federal Program or Cluster</u>
84.010	Title I
84.389	ARRA Title I
84.394	ARRA State Fiscal Stabilization Funds

Dollar threshold used to distinguish between type A and type B programs: \$300,000

Auditee qualified as low-risk auditee? Yes No

3. State Awards

Internal control over state programs:

One or more material weaknesses identified? Yes No

One or more significant deficiencies that are not considered to be material weaknesses? Yes No

Type of auditor's report issued on compliance for state programs? Unqualified

**PALISADES CHARTER HIGH SCHOOL
FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2010**

B. Financial Statement Findings

None.

C. Federal Award Findings

Finding 2010-1 (50000)
Federal Payroll

Federal Program Information:

Special Education (84.027)
ARRA State Fiscal Stabilization Fund (84.394)
Title 1(84.010)
ARRA Title 1 (84.389)

Compliance Requirement
Allowable Costs

Criteria or Specific Requirement

Determine the School has procedures and controls in place to ensure all employees who are funded by federal programs have the proper documentation on file to support the allocation of federal funding sources.

Condition

In our review of payroll for employees who were funded by federal programs, we noted the School did not have on file the required semi-annual certification forms for those charged 100% to the program, and did not have on file a PAR (Personnel Activity Report) form for those who were multifunded.

OMB Circular A-87 requires that if an employee is funded by a sole single federal categorical program or cost objective, the minimum requirement for documenting salary or wages is a semi-annual certification by the employee that he or she worked only in that federal categorical or cost objective during the period covered by the certification. The certification must be signed by the employee or the supervisor having firsthand knowledge of the work performed. If an employee is funded by multiple programs, a PAR or its equivalent is required to be obtained by the district to support the employees salary.

None of the employees selected for testing had on file the semi-annual certification or a PAR, or its equivalent, to support their funding, as required.

Questioned Costs

The salary and benefits for the following programs:
Special Education (84.027) \$322,238
ARRA State Fiscal Stabilization Fund (84.394) \$853,069
Title 1 (84.010) \$208,694
ARRA Title 1 (84.389) \$50,121

Recommendation

We recommend the School implement procedures that will require all employees who are funded by any federal categorical programs to have their semi-annual certifications completed timely and the documentation maintained for audit purposes.

**PALISADES CHARTER HIGH SCHOOL
FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2010
(continued)**

C. Federal Award Findings (continued)

Finding 2010-1 (50000)

Federal Payroll

LEA's Response

While Palisades Charter High School acknowledges that it was previously unaware of the requirement to maintain the PAR form noted, Palisades Charter High School has and continues to identify and charge all applicable salaries and benefits to the appropriate Federal programs noted and has provided and can provide a complete breakdown and costs to these programs. Palisades Charter High School will implement the OMB Circular A-87 requirements to further support the payroll and benefits charged.

D. State Award Findings

None.

**PALISADES CHARTER HIGH SCHOOL
STATUS OF PRIOR YEAR FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2010**

Finding 2009-1 (50000)

Cash Management-Federal Interest

CFDA Title and Number: 84.394 – ARRA: State Fiscal Stabilization Fund

Federal Award Number and Year: N/A 2008-2009

Name of Federal Agency: U.S. Department of Education

Name of Pass through Agency: California Department of Education

Finding

Interest earned on Federal advances is required to be calculated quarterly and interest over \$100 is to be remitted to the Federal agency in a timely manner. The School did not maintain a record of interest earnings and submit excess earnings to the Federal agency.

Questioned Costs

\$548

Recommendation

Track all Federal interest earned on a quarterly basis and remit any amount exceeding \$100 to the Federal agency timely. Additionally, the above reported questioned costs should be remitted to the California Department of Education immediately.

Current Status

Implemented

**Informational Presentation
PCHS Board of Trustees Mtg.
January 18, 2011**

2011-2012
Draft
Instructional Calendars

What

- **Los Angeles Unified School District is proposing a District-Wide Early Start Instructional Calendar for all single track elementary, middle and senior high schools. The proposed District-Wide Early Start Calendar would allow the school year to start on August 15, 2011, and end on June 1, 2012 for students.**

Rationale

- District officials said the earlier calendar would be beneficial for students, because students would finish their first semester and complete their final exams before the winter break. The district also contends the move would lead to students being better prepared for the California High School Exit Exam and Advanced Placement tests, because teachers would have more time to cover more material before the tests are administered.

Dissenting Vote

- Local Los Angeles Unified school board member Richard Vladovic, the only no vote against a plan approved this week to start the academic year in August instead of September, insists not enough warning was given to parents about the change.
- Vladovic's chief of staff, David Kooper, also said local parents and teachers had almost all expressed opposition - especially about the quick decision.

UTLA's Perspective

- The teachers union supported this year's trial run because the faculty at each campus was willing. But if a union-wide survey reveals substantial opposition, United Teachers Los Angeles may resist a system-wide change.

In that case, "If the district attempted to impose this, which I doubt they would, they could have the early calendar but could end up with no workers," said A.J. Duffy, the union president.

Community Opinion

- **This Week's Poll Question: Changing LAUSD's school calendar...from The Daily Breeze....**
- More than 520 people answered our online poll, which asked: "What do you think about the LAUSD proposal to shift the school-year calendar to start and end earlier?"

• I'm for it.	32.50%	171 votes
• I oppose it.	37.45%	197 votes
• I'm indifferent.	30.03%	158 votes

PCHS' Position

- ??????????????????????

**Informational Presentation
PCHS Board of Trustees Mtg.
January 18, 2011**

2011-2012 Draft Instructional Calendars

Los Angeles Unified School District is proposing a District-Wide Early Start Instructional Calendar for all single track elementary, middle and senior high schools. The proposed District-Wide Early Start Calendar would allow the school year to start on August 15, 2011, and end on June 1, 2012 for students.

Moving toward an Early Start Instructional Calendar has tremendous benefits for LAUSD students. Research shows that the earlier calendar helps students retain more material before taking the end-of-semester exams before the winter break, instead of two months later in February. On the earlier schedules, students cover more material and are better prepared before taking the California High School Exit Exam (CAHSEE) and Advanced Placement (AP) tests.

Also the school year would end earlier in June allowing families to enroll their children in summer camps and various community agency programs. High school students would benefit from the Early Start Instructional Calendar by having the opportunity to enroll in summer college courses.

Finally it's important to remember that the move toward the early start calendar is being driven in large part by the local principals who want to see their students improve their learning and academic performance.

The draft 2011-2012 instructional calendars are posted on the LAUSD web site. Please follow the steps below to view the drafts.

<http://www.LAUSD.net>

News and Events Section on the home page

Or

<http://www.LAUSD.net>

click on the *About LAUSD* tab found on the top of the home page

click on the *District Information* link

scroll down to *Facts and Resources*

click on the *District Calendars* link

If you have questions or comments please email Zsuzsanna.Vincze@lausd.net no later than December 10, 2010.

2011-2012 Single-Track Early Start Instructional Calendar Updated 12-16-2010

On December 14, the Board of Education of the Los Angeles Unified School District (LAUSD) approved the implementation of a District-Wide Early Start Instructional Calendar for all single-track elementary, middle and senior high schools.

The board voted 6-1 to begin classes at most elementary, middle and high schools on Aug. 15, starting next year, and end on June 1. The school year has traditionally started immediately after Labor Day

The proposal does not affect the small number of campuses on multi-track, year-round schedules. Eighteen LAUSD schools — 17 high schools, predominately in the San Fernando Valley, and one elementary school — began operating under the advanced schedule this year as part of a pilot project.

District officials said the earlier calendar would be beneficial for students, because students would finish their first semester and complete their final exams before the winter break. The district also contends the move would lead to students being better prepared for the California High School Exit Exam and Advanced Placement tests, because teachers would have more time to cover more material before the tests are administered.

“As challenging as this change may be for the schedules of some families, this is a positive step for the education of all LAUSD students,” Superintendent Ramon Cortines said.

“The new Early Start Instructional Calendar will allow students and teachers to complete academic work during the fall semester prior to the start of winter break. The advantages of this reform support academic achievement for all of our students.” Some critics have contended that starting the school year in mid-August would be problematic at older campuses that have little or no air conditioning — particularly in the hot San Fernando Valley.

- The Daily News

connie.llanos@dailynews.com

melissa.pamer@dailybreeze.com

City News Service contributed to this article.

Local Los Angeles Unified school board member Richard Vladovic, the only no vote against a plan approved this week to start the academic year in August instead of September, insists not enough warning was given to parents about the change.

The board voted 6-1 Tuesday night to approve the "early start" calendar that will force some families to cancel vacation plans.

"There was clearly not enough information given to parents about this calendar change," Vladovic said in an e-mail following the vote. "Parents and families need to be part of the process."

Vladovic - who is facing re-election in March for his seat representing a district stretching from South Los Angeles to the Harbor Area - said he supported the concept of an earlier start but felt the change should be postponed until 2012. By then, there will no longer be any year-round campuses in the Los Angeles Unified School District.

"I have talked to parents up and down my district," Vladovic said at the board meeting. "I'm just asking ... why can't we phase this in?"

Some parents argued the calendar change would leave students in school during some of the hottest days of the year. Others complained the change would wreak havoc on vacation plans, especially those made in advance of this decision.

District officials said the plan would benefit students, who will be on a calendar that is more in tune with testing schedules and that mimics the college calendar.

"This plan is about what's good for kids," said board member Nury Martinez.

Local District 8 Superintendent Michael Romero, who oversees schools from Watts to San Pedro, originally said that he had heard virtually no complaints from South Bay and Harbor Area parents about the possible calendar change. But this week he said he was worried about the proposed policy, and had heard more concerns.

Vladovic's chief of staff, David Kooper, also said local parents and teachers had almost all expressed opposition - especially about the quick decision.

Under the new calendar, the school year would start Aug. 15 and run until June 1, 2012. The small number of schools that will remain on multitrack or year-round schedules in 2011-12 will not be affected.

- Los Angeles Times

By Howard Blume,
November 28, 2010

LAUSD considers earlier start to school year

The district's proposal would start and end the academic calendar about three weeks earlier — and let the first semester end before winter break. Critics say August temperatures are too high.

An education reform gaining traction locally has nothing to do with reading or math: It's a plan to start the school year earlier.

This change would not make the school year longer — it would just begin sooner and end sooner. The Los Angeles Unified School District hails the idea as a step forward academically, arguing that students would be better prepared for exams.

They would take first-semester exams sooner — before the winter vacation erodes that term's learning. And the High School Exit Exam and Advanced Placement exams would come later in the academic year, after teachers had covered additional material.

The Board of Education is expected to vote on the new calendar in December. Eighteen schools already made the change this summer.

But some parents and teachers don't want to exchange the typically temperate days of June for the scorchers of August, especially in the San Fernando Valley.

Under the plan, schools would start 15 days sooner in 2011, on Aug. 15, rather than the traditional Tuesday after Labor Day, which falls on Sept. 5. The school year would end June 1 for nearly all regular campuses within the nation's second-largest school system.

Polytechnic High in Sun Valley is one of the schools that already has been scheduling exams before winter break. That approach is better, said student Grace Wheeler.

"It gives us time to relax during our break rather than having to study every day for the test," said Grace, a senior.

The earlier start will also coordinate better with community college schedules for students who want to take enrichment classes, said Zsuzsanna Vincze, L.A. Unified's administrative coordinator for school management services. And high-schoolers would be able to compete earlier for summer jobs.

Younger students wouldn't share in these benefits, but district officials want to avoid forcing families with more than one child to juggle different schedules.

One thing is certain: The new calendar would create a hotter school year, judging by high temperature readings at the Pierce College weather station in Woodland Hills.

From 2006 to 2010, the daily high rarely dipped below 90 degrees in the period from Aug. 15 to Aug. 31. In that five-year stretch, 31 of 85 days soared to 100 degrees or higher, and another 21 days reached at least 95 degrees. For an equivalent period starting June 2, the temperature reached 100 degrees or more seven times, and 95 degrees or more an additional 12 times.

In weather 95 degrees or hotter, district policy warns school staff to look out for heat exhaustion and heat stroke while limiting, or eliminating, physical activity.

Even in September, high temperatures often limit physical activity. But August is worse, said Angel Zobel-Rodriguez, whose fourth-grader attends Van Gogh Street Elementary in Granada Hills. "And most schools don't have indoor facilities for lunch, and recess will be unbearable."

In e-mails to L.A. Unified, others have complained about having to alter summer plans and about having three fewer weeks of summer vacation next year during the transition to the new schedule. The first 300 e-mails ran nearly 2 to 1 against the early start. Senior administrators hope a silent majority appreciates the potential positives.

District officials had touted the advantage of having three more weeks to prepare for the state's high-stakes standardized tests in May. Those results are used to judge the overall success and improvement of schools and school districts — and soon may be used to evaluate individual teachers as well.

But the state Education Code specifies that those tests must take place 85% of the way through the school year, plus or minus 10 days. So if students start sooner, they will take the tests sooner.

The district recently abandoned this point after teacher and parent Brent Smiley, among others, cited the state regulations.

Smiley also raised other issues, including the loss of outdoor exercise.

"We have been hearing of an obesity problem that exists in our schools, yet this new schedule almost guarantees an additional 10 to 15 ... days of idleness," Smiley wrote in an e-mail to Supt. Ramon C. Cortines. And "how many millions is it going to cost" the district to run air conditioners throughout August?

On a personal level, Smiley worries that his active 7-year-old would be "bouncing off the walls" if forced to spend all day inside, or that excessive heat outside would trigger his asthma.

The teachers union supported this year's trial run because the faculty at each campus was willing. But if a union-wide survey reveals substantial opposition, United Teachers Los Angeles may resist a system-wide change.

In that case, "If the district attempted to impose this, which I doubt they would, they could have

the early calendar but could end up with no workers," said A.J. Duffy, the union president.

One model of early-calendar success is charter schools, which are public, independently managed and mostly non-union. Some leading charter organizations make their early starts part of a longer school year, often accompanied by a longer school day.

The extra cost is frequently offset by philanthropic support and greater spending flexibility as well as the hiring of lower-salaried teachers.

"Total instructional time," said James Willcox, chief executive of the charter group Aspire Public Schools, "is one of the things that matter."

For more information or to comment on the proposed calendar, go to <http://tinyurl.com/earllyschool>.

- **The Daily Breeze**

From staff reports
Posted: 12/08/2010 06:24:04 PM PST
Updated: 12/08/2010 06:29:00 PM PST

This Week's Poll Question: Changing LAUSD's school calendar...

More than 520 people answered our online poll, which asked: "What do you think about the LAUSD proposal to shift the school-year calendar to start and end earlier?"

I'm for it.	32.50%	171 votes
I oppose it.	37.45%	197 votes
I'm indifferent.	30.03%	158 votes

DOCUMENT RETENTION/DESTRUCTION POLICY

This policy specifies how important documents (hardcopy, online or other media) should be retained, protected and eligible for destruction. The policy also ensures that documents are promptly provided to authorities in the course of legal investigations or lawsuits.

Document Retention Schedule

The following types of documents will be retained for the following periods of time. At least one copy of each document will be retained according to the following schedule:

Corporate Records

Articles of Incorporation	Permanent
Corporate Bylaws	Permanent
IRS Application for Tax Exempt Status (Form 1023)	Permanent
IRS Determination Letter granting tax exempt status	Permanent
State Application for Tax Exempt Status (Form 3500)	Permanent
State Determination Letter granting tax exempt status	Permanent
Board Policies/Resolutions	Permanent
Board and Committee Meeting Minutes	Permanent
Sales Tax Exemption Documents	Permanent
Tax ID Number Designations	Permanent
Annual Corporate Filings	Permanent

Financial Records

Chart of Accounts	Permanent
Fiscal Policies and Procedures	Permanent
Audits	Permanent
Financial Statements	Permanent
General Ledger	Permanent
Check Registers/Books	7 years
Business Expenses Documents	7 years
Bank Deposit Slips	7 years
Cancelled Checks	7 years
Invoices	7 years
Investment Records (deposit, earning, withdrawals)	7 years
Property and Asset Inventories	7 years
Petty cash receipts /documents	3 years
Credit card receipts	3 years

Tax Records

IRS Annual Form 990	Permanent
FTB Annual Form 199	Permanent
Payroll Registers	Permanent
IRS Form 1099 Filings	7 years
Payroll Tax Returns and Withholding Records	7 years
Earnings records	7 years
W-2 statements	7 years

Personnel Records

Employee Offer Letters	Permanent
Employment Contracts	Termination +7 years
Benefits Descriptions Per Employee	Permanent
Pension Records	Permanent
Personnel File	Permanent
Performance Reviews	Permanent
Employee Application and Resumes	Termination +7 years
Promotions, demotions, letter of reprimand, letter of termination	Termination +7 years
Job Descriptions, performance goals	Termination +7 years
Workers' Compensation Records	Date of injury +5 years and +2 years after claim has been closed
I-9 Forms	Termination +5 years
Time Reports	Termination +3 years

Insurance Records

Property Insurance Policy	Permanent
Directors and Officers Insurance Policy	Permanent
Workers' Compensation Insurance Policy	Permanent
General Liability Insurance Policy	Permanent
Insurance Claims Applications	Permanent
Insurance Disbursements/Denials	Permanent

Contracts

All Insurance Contracts	Permanent
Employee Contracts	Permanent
Consulting Contracts	Permanent
Construction Contracts	Permanent
Legal Correspondence	Permanent
Loan/Mortgage and Real Estate Documents	Permanent

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To ensure that documents (hardcopy, online or other media) are available when needed, documents will be stored on and off site by the Charter School.

Document Destruction

At the end of each school year, hardcopy documents that are eligible for destruction shall be removed from the current-year filing systems and boxed with their potential destruction date and type of records clearly marked on the outside of the storage box.

When the destruction date is reached, hardcopy of documents will be destroyed by shredding after they have been retained until the end of the Document Retention Schedule. Online copies will be destroyed by proven means to destroy such media after they have been retained until the end of the Document Retention Schedule.

Provision of Documentation for Investigations or Litigation

Documents requested and subpoenaed by legally authorized personnel will be provided within the time period legally provided, and in accordance with any applicable Charter School policies. The Board Chair and Executive Director shall authorize provision of these requested documents. No documents will be concealed, altered or destroyed with the intent to obstruct the investigation or litigation.

Adopted: [DATE]
Revised: [DATE]

DRAFT

Agenda Information Sheet for the Board Meeting (January 18, 2011)

Date: January 12, 2011

Topic: Approval to Delegate Authority to Executive Director to Sign "2010-2011 Consolidated Application for Funding Categorical Aid Programs" Application due January 31, 2011

Presenter: Gregory Wood-CBO

Recommendation: Action Item

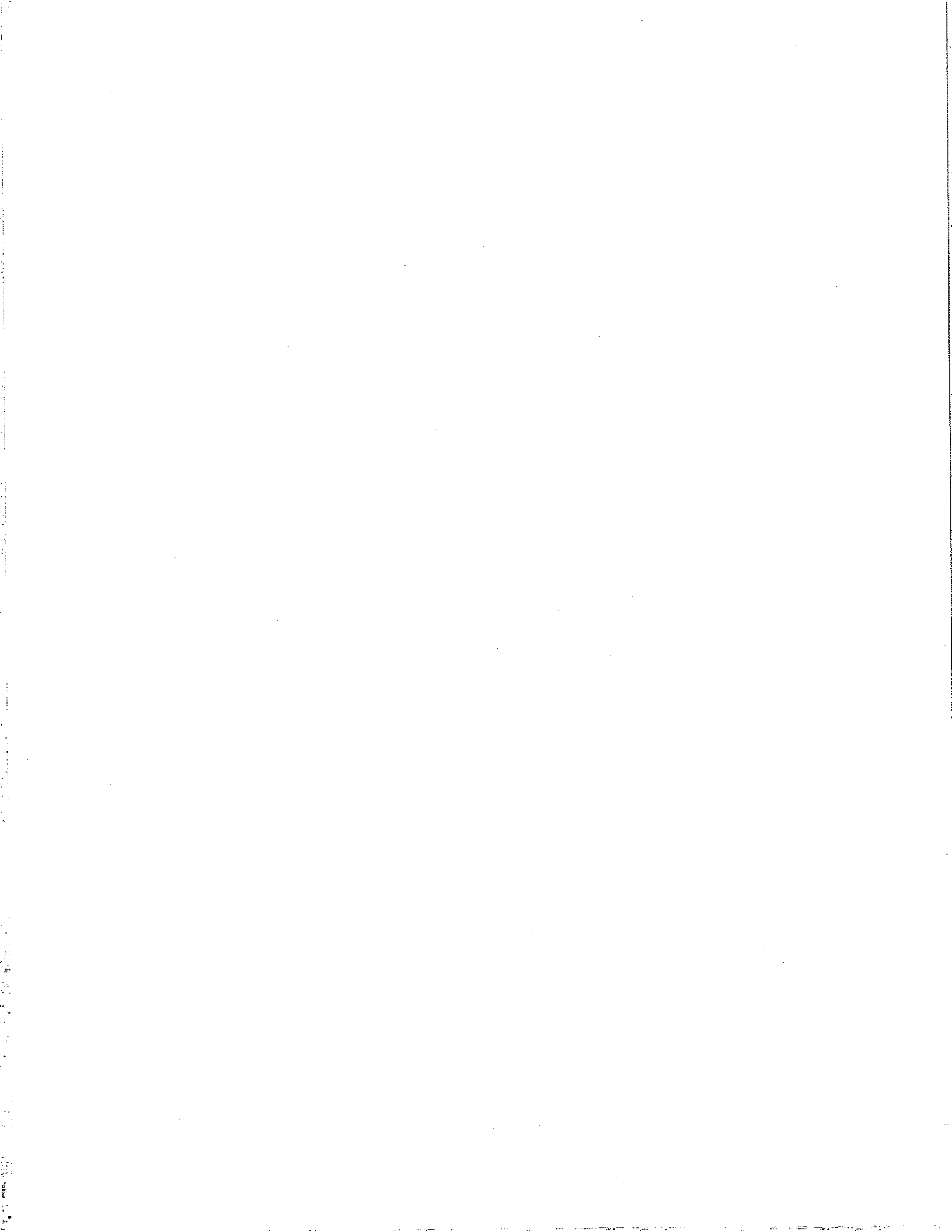
Background: As part of our Federal Reporting obligation as a Charter School, PCHS is required to file a Consolidated Application twice a year. Part I is due by June 30th every year and Part II is due on January 31st.

This primary purpose of the current report is to verify funds received (for 2009-2010 & 2010-2011) and spent (2009-2010) for the following Federal Programs:

- Title I (Basic)
- Title II Teacher Quality
- Title IV Part A- Safe and Drug Free Schools

The combined funding for these programs is approximately \$300,000. We are also given the opportunity to report updated student information on our Free & Reduced Students at PCHS which can result in additional funding for the 2010-2011 School Year.

The timing of this application is such that the last update to this application was made available this week and is in need of Board approval before it is submitted the end of the month. The Board of Trustees has previously authorized the Executive Director to Sign the Consolidated Application and it has been presented to the Board at the following meeting in February.



DRAFT

**Amendment No. 2 to The
Memorandum of Understanding
By and Between
The Los Angeles Unified School District And
The Palisades Charter High School
Regarding the Integration and Traveling Programs**

Whereas, the parties have previously entered into a memorandum of understanding regarding Integration and Traveling Programs at Palisades Charter High School and an Amendment thereto (Collectively "Transportation MOU");

Whereas, the parties now seek to amend the Transportation MOU, according to the terms set forth below, in order to accommodate the dual dismissal schedule for eligible Traveling Program Students; and

Whereas, except as set forth herein, the terms and conditions of the Transportation MOU shall remain in full force and effect.

NOW, THEREFORE, THE PARTIES AGREE AND COVENANT AS FOLLOWS:

1. Dual Dismissal.

The parties agree as follows:

- For the balance of the 2010-2011 school year, transportation shall be provided on a dual dismissal basis (at 2 p.m. and 3p.m.) for eligible Traveling Program Students (as that term is defined in the Transportation MOU);
- In order to accommodate this dual dismissal schedule, and prior to the beginning of the second semester of the 2010-2011 school year, Palisades Charter High School agrees to provide the District with a roster of eligible Traveling Program Students indicating which of these students will be dismissed daily at the 2 p.m. and which will be dismissed at 3 p.m.;

2. Payment.

Palisades Charter High School agrees to pay the District a daily rate of [\$314.50 per day] up to a not-to-exceed amount of [\$27,500] to accommodate this dual dismissal schedule for the balance of the 2010-2011 school year. This payment shall be made on or around May 1, 2011, through a deduction from the Revenue Resource Allocations (as that term is defined in the Transportation MOU) otherwise due and owing to the school.

3. Subsequent Years

On or before June 1, 2011, Palisades Charter High School shall inform the District whether it wishes to continue to seek transportation in support of a dual dismissal schedule for the remaining term of this Transportation MOU. In the event the parties agree to extend such an accommodation for a dual dismissal schedule in the 2011-2012 and 2012-2013 school years, Palisades Charter High School agrees to pay the daily rate for such additional costs as specified by the District. Such payment shall be deducted from the Revenue Resource Allocations otherwise due and owing to the school according to the schedule of payment deductions set forth in the Transportation MOU. If Palisades Charter School fails to inform the District on or before June 1, 2011, of its need for an accommodation for a dual dismissal scheduled in either of the 2011-2012 and 2012-2013 school years, the District shall have no obligation to provide dual dismissal buses at the end of the 2010-2011 school year.

4. Enforceability

Except as set forth herein in this Amendment, the terms and conditions of the Transportation MOU shall remain in full force and effect.

Date:

For the District:

For the Charter School:

Agenda Information Sheet for the Board Meeting (1-18-2011)

Date: January 18th, 2011

Topic: Club Dolphin

Presenter: Richard Thomas

Recommendation: Fund Club Dolphin for \$34,600 per recommendation of Budget Committee and Educational Programs Committee

Costs: \$34,600

Background: See attached documents

Prior discussions and/or action: Presented to Educational Programs and Budget Committees as an action item. Unanimous Vote to approve

Relevance to PCHS' mission: WASC Critical Areas of Needs outlined, intervention so that all students can achieve at high levels (see attached documents)

Number of accompanying materials:

2 Pages

CLUB DOLPHIN

Second Semester

Purpose:

Develop an instructional program after school which focuses on core academic support through peer and teacher directed tutoring as part of the Palisades Charter High School's Comprehensive Student Assistance Program. Incorporate Character Education curriculum and Peer Mentorship.

Address WASC 2005/2006 Self-Study Action Plan **Goal A** – Improve academic achievement and personal growth for all groups of students.

Address WASC 2009 Mid-Term Progress Report - **Critical Area 2**: Investigate alternative instructional programs in core subjects with significant achievement gaps.

Critical Area 3: Reduce the achievement gap among all students, especially out-of-area transfers.

WASC Mid-Term Progress Report: To what extent has PCHS developed a complete "Pyramid of Intervention" support system to help struggling students? Student Assistance Program implemented 2010-2011 school year

Structure:

- 1) 25 Students per class, comprised of students with 2 fails in Core Subjects(English, Math, Science, History), Low CST Scores-English, Math, Science, Low Math and Reading Placement Tests – primarily focused on 10th grade class
- 2) Classes meet Monday through Thursday during 7th period
- 3) 70% Class time devoted to core subject tutoring, 30% Character Education(Mentorship, study skills)
- 4) Peer Tutoring Program – Link Club, Brothers/Sisters Keeper (TVN), Community Service, Paid Tutors, AP Tutors
- 5) 5 tutors per class → 40 tutors
- 6) Teacher directed lessons, tutoring and monitoring
- 7) Student Accountability and Student Assistance Program monitoring
- 8) Parent and Student Follow-up, increase level of engagement

Goals:

- 1) Decrease number of fails by 30% in core subjects for entire group
- 2) Increase Proficiency Level - CST/CAHSEE for Math and English to Basic/Proficient
- 3) Decrease percentage of missing/incomplete assignments by 30% in core subjects

- 4) Increase attendance and decrease discipline referrals by 30%

CLUB DOLPHIN

Cost Breakdown:

Rate + Benefits = \$40/hour x 4 days = \$160 per teacher

20 weeks x \$160 = \$3,200 per teacher for second semester

\$3,200 x 8 teachers = \$25,600

\$3,000 Paid Tutors

\$6,000 – Snack Foods, Water and Incentive items(i.e. dolphin tickets)

Total Budget of program - \$34,600

ACCOUNTABILITY MEASURES:

- 1) Academics
 - a) Pre/Post Reading Tests
 - b) Pre/Post Practice CAHSEE – English / Math
 - c) Pre/Post Math Placement Tests
 - d) Reduction in overall number of missing assignments
 - e) Compare baseline CST Data with scores from CST test in May 2011
 - f) Compare CAHSEE practice tests to upcoming CAHSEE in March 2011
 - g) Obtain Feedback from Teachers' on overall change in quality of work
 - h) Student Personal Reflection Survey regarding obstacles to learning
 - i) Survey from Peer Tutors regarding progress made by students
- 2) Behavior
 - a) Compare past referrals, detentions and suspensions data to program period
 - b) Documentation on progress made via Conferences held with Dean's
- 3) Attendance
 - a) Compare tardies, truancy and absences to previous data
- 4) Socio-Emotional
 - a) Counselor feedback on Study Survey of socio-emotional impact of program

CLUB DOLPHIN Teachers:

Alana Hoey - Math

Teacher TBD - Math

Teacher TBD - Math

Randy Tenan-Snow - English

Anita Stephens - English

Lisa Saxon - English

Steve Englemann - Science

Tami Christopher - Social Science

VI, D.

CLUB DOLPHIN

CLUB DOLPHIN Teachers:

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Teacher TBD - Math
Teacher TBD - Math
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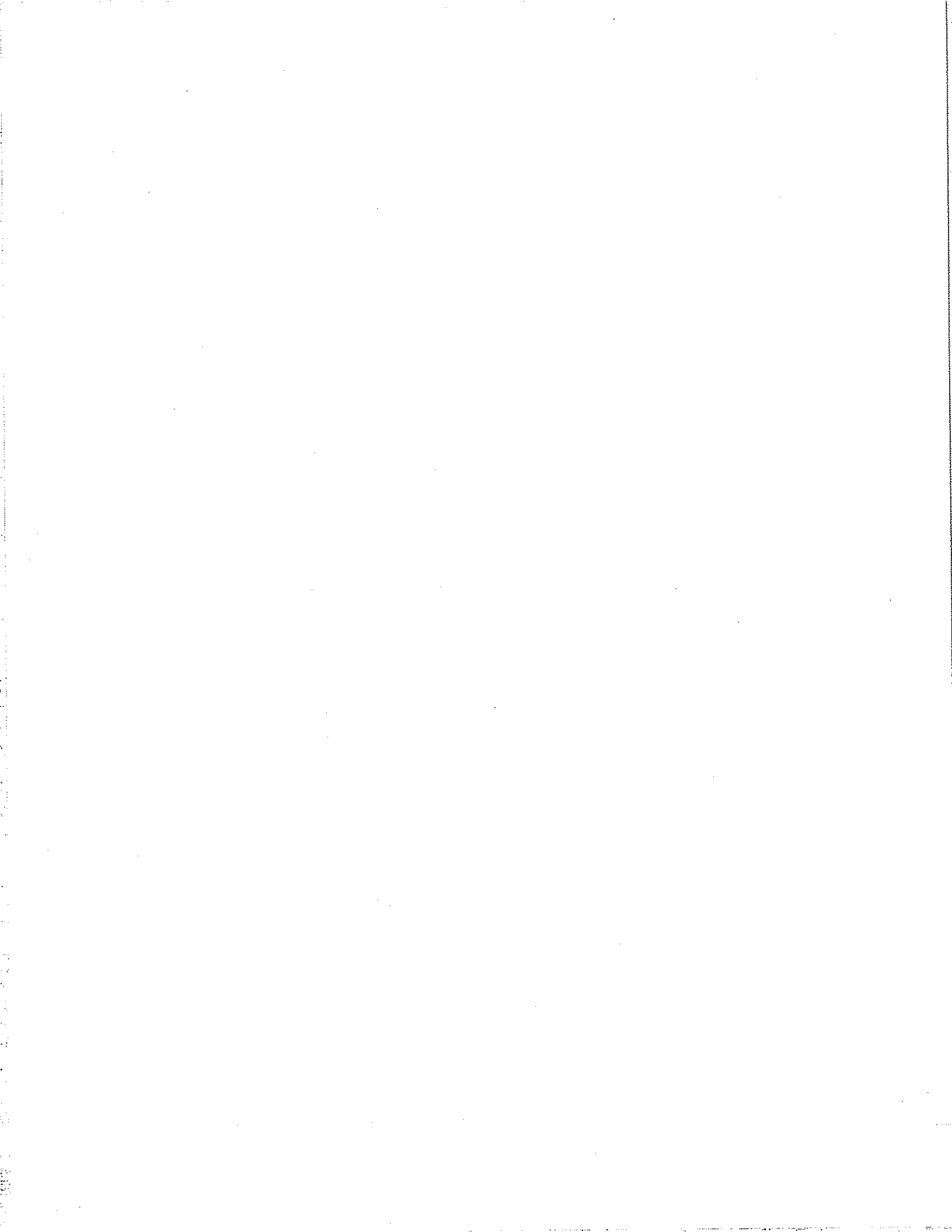
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\$6,000 - Snack Foods, Water and Incentive items(i.e. dolphin tickets)

Total Budget of program - \$34,600



Title: Principal
Reports to: Board of Trustees
Classification: Certificated
FLSA: Exempt
Salary: Competitive with local districts

Position Description:

Under the direction of the Board of Trustees, and working in collaboration with the school administrators and leadership teams, the Principal is the chief administrative and supervisory official of Palisades Charter High School. The principal provides the instructional leadership that creates implements, maintains, and enhances excellence, scholarship, and achievement for all students. This individual ensures that the objectives of the organization are aligned to curriculum and programs that yield the highest standards. The individual will oversee school operations, fundraising, budget and school personnel. In addition, the Principal fosters relationships with all stakeholders to include, students, faculty and staff, parents and community members.

Responsibilities:

- Supervise instruction and evaluation of faculty and administration
- Train the administrative team in the supervision of instruction
- Oversee the curriculum and instructional program and ensure standards based teaching and learning is occurring
- Contribute to the construction of, and oversee, the school budget in a manner that ensures financial resources are directed to fulfilling the school's mission, vision and goals
- Establish school-wide vision and its implementation in the school community
- Maintain relationships with parent groups and the community
- Serve as leader in contract negotiations with all collective bargaining units and promote positive labor relations.
- Act as primary liaison with LAUSD, LACOE, CDE, etc.
- Develop annual goals and a strategic plan for the school
- Provide leadership for a positive financial management control operation which, to the extent permitted by the Education Code and other external rules and procedures, establishes a sound basis for professional management of all income and expenditures.
- Oversee plant, facilities and school operations.
- Lead Professional Development for school community

Desired Skills:

- Outstanding communication skills, oral and written
- Extra-organizational sensitivity and ability to work with and understand diverse cultures
- Outstanding organizational skills

- Leadership and Influence – has the vision and ability to motivate individuals and groups
- Judgment – Has excellent decision making skills and can execute opinions in a timely, effective manner

Requirements:

- Masters in Education required, PhD desired
- Administrative Credential required
- Charter School experience desired
- 5+ years secondary teaching experience required
- 3-5 years of school site administrative experience required including experience as a Principal
- Proven track record for achieving high quality goal oriented results

DRAFT